

**TOWN COUNCIL MEETING MINUTES**  
**Wednesday, January 28, 2015**

**CALL TO ORDER**

Chair Sullivan called the meeting to order at 6:30 pm.

**ROLL CALL – ATTENDANCE**

Donald Winterton, Nancy Comai, Todd Lizotte, James Levesque, Adam Jennings, Susan Orr, David Ross, Chairman James Sullivan, Dr. Dean E. Shankle, Jr. (Town Administrator)

Missed: Robert Duhaime

**PLEDGE OF ALLEGIANCE**

**SPECIAL RECOGNITIONS**

**APPROVAL OF MINUTES**

a. Public: January 21, 2015

***T. Lizotte motioned to accept the public minutes of January 21, 2015. Seconded by N. Comai. Vote 5 in favor; A. Jennings, T. Lizotte and D. Ross abstained due to prior absence.***

**AGENDA OVERVIEW**

Chair Sullivan provided an overview of tonight's agenda.

***T. Lizotte motioned to move up item 15 (New Business) to next on the agenda. Seconded by D. Winterton.***

***Vote unanimously in favor.***

**NEW BUSINESS**

a. AFSCME (Public Works and Recycle & Transfer) Union Contract

***D. Ross motioned to approve a two-year contract with AFSCME 1580. Seconded by T. Lizotte.***

Dr. Shankle: The agreement is that starting July 1, 2015, union members get a 3% increase. They have also agreed to increase the amount they put into their health insurance by 2% (from 10% to 12%). They agreed to participate in the committee that Council has been talking about setting up to investigate a better way to handle health insurance that will be less expensive for both the town and the employees. At the end of that study, they will look at the results and if they choose to move forward, and agree to the second part, they can do that. If not, they can opt out and it would only be a one year contract. If they agree to the second year, they would get another 3% increase and their contribution would go from 12% to 15%.

**Roll Call**

D. Ross – Yes

J. Levesque – Yes

A. Jennings - Yes

N. Comai - Yes

D. Winterton - Yes

T. Lizotte - Yes

J. Sullivan - Yes

S. Orr - Yes

***Vote unanimously in favor.***

D. Fitzpatrick: The full contract will be signed by the Council at our next meeting.

**PUBLIC HEARINGS**

a. Other Ordinance #2015-1 Trustees of Trust Fund Ordinance

J. Sullivan: *“The Hooksett Town Council will be holding a public hearing on Wednesday, January 28, 2015 @ 6:30pm at the Hooksett Town Hall - Council, Chambers, 35 Main Street, Hooksett, NH. The purpose of the public hearing is to discuss Proposed Ordinance 2015-1: Trustees of Trust Fund*

*Ordinance. This notice is per Chapter 231:132-a of the NH Revised Statutes Annotated, and section 3.6 of the Hooksett Town Charter. The full text of the proposed ordinance is on file with the Town Clerk and via [www.hooksett.org](http://www.hooksett.org) for your inspection.*” On behalf of the Council I declare this public hearing open. I’d like to ask the secretary to read the proposed ordinance into the record.

T. Lizotte: *“Proposed Ordinance 2015-1: An Ordinance to Authorize the Hooksett Trustees of Trust Funds to Pay Fees for Banks, Brokerage Firms, Portfolio Management Firms, and/or Investment Advisors Related to the Management of Capital Reserve Fund Income. WHEREAS, the State of New Hampshire amended RSA 34 by inserting Section 34:16 effective July 26, 2014, which allows the governing body, which is the Town Council, to authorize the Trustees of Trust Funds to charge fees for banks, brokerage firms, portfolio management departments, and/or investment advisors against the capital reserve funds involved; and WHEREAS, such authority shall remain in effect until rescinded, and no vote by the governing body to rescind shall occur within 5 (five) years of the original adoption of this article; and WHEREAS, the Trustees of Trust Funds held a meeting on October 14, 2014, and agreed to support the adoption of this article, NOW, THEREFORE, THE TOWN COUNCIL OF THE TOWN OF HOOKSETT ORDAINS THAT the Hooksett Trustees of Trust Funds are hereby authorized to pay fees for banks, brokerage firms, portfolio management departments, and/or investment advisors from capital reserve income.”*

Dr. Shankle: As they explained a few meetings ago, they are trying to pay someone to manage the funds so they can be more effectively managed. State law forbade it in the past. This will allow them to get professionals to help manage the funds.

D. Ross: Would these fees be subject to bidding? Is it a standard fee or is it competitive?

C. Soucie: The Trustees of the Trust Fund reached out to several investment firms and asked them to submit proposals. They selected Mackensen and Company; would they do that again or go through that practice again I’m not sure. It wasn’t a formal bid - they reached out to a couple different companies, did background checks, and solicited input from other communities about the services the individual firms were giving.

D. Ross: What would we pay on an annual basis?

C. Soucie: ½% for total assets; for all of the funds (school, water precincts, town, sewer) it is about \$15,000-\$16,000 per year roughly.

J. Sullivan: When they brought this to our attention, they said because of the outsourcing of this, the money saved would supersede the ½% fee.

C. Soucie: The investment goal would net out to about 2.5% so the ½% would go to the investment firm and they would net 2%. Looks like we are on track to get that.

*OPEN TO PUBLIC COMMENT*

J. Sullivan: We will close this public hearing at the end of the second public input.

### **CONSENT AGENDA**

None

### **TOWN ADMINISTRATOR’S REPORT**

- Refer to attached Staff Report for the sidewalk plow machine. We have the money to replace it as the current machine is not working at the moment. We’d like you to authorize Leo to do that.

***T. Lizotte motioned to authorize the purchase of the Bobcat as described for \$44,954 of which \$38,000 will come from the vehicle replacement fund and the balance will come from the DPW budget. Seconded by A. Jennings.***

L. Lessard: This is to replace a 1997 sidewalk machine. It’s been in the CIP since I’ve been here. We have tried to utilize it until the end and this is the end. We have repaired it as much as we can, but the

blower let go and is no longer worth replacing. The transmission was slipping. I have included quotes to replace it in kind: \$157,000 from Chadwick-BaRoss, Fairfield was \$124,000 and Bobcat came in at the lowest at \$44,954. Several other towns have Bobcats since they are cheaper and we can also use this machine in the fall.

S. Orr: Can you give me an idea of where and how much sidewalk we have?

L. Lessard: We have 9 miles with the exception of the roads at University Heights and Post Road that put another 2 miles on. There are other sidewalks in town that weren't done in the past but I started doing them this year, as I felt that they should be done. There is probably about 10 miles. It takes 3-4 days for us to do them.

S. Orr: Do we maintain sidewalks on 3 and 28 between the plazas?

L. Lessard: The state puts the sidewalks in and we maintain them.

A. Jennings: The Bobcat looks like it includes a low pro bucket for summer months as well as costing 1/3 of the other bids.

L. Lessard: Yes. There are other attachments, but we already have forks. That helps to unload things.

D. Ross: A Bobcat is great; they are very versatile and are common so they are easy to repair and get parts for versus a sidewalk plow.

N. Comai: Did we already have any Bobcats?

L. Lessard: Diane (Recycling & Transfer department) has 2 – she just replaced one. They have hard tires on them but I need to get inverted tires on mine. She needs hers every day for the trash. It's better for us to have our own.

N. Comai: You can't use hers because you need different tires. Thank you for clarifying.

A. Jennings: You had a 3-day delivery time for a specialized machine. What's the timing for Bobcat?

L. Lessard: It is in stock. If you approve it tonight, it can be picked up tomorrow and we should have delivery Friday morning.

### **Roll Call**

A. Jennings – Yes

J. Levesque – Yes

D. Ross – Yes

S. Orr – Yes

D. Winterton – Yes

T. Lizotte – Yes

N. Comai – Yes

J. Sullivan – Yes

***Vote unanimously in favor.***

- The National Guard was intending to buy a piece of property in town to put up a field maintenance shop. It was going to go to the Governor & Executive Council meeting today. Chris Pappas asked for more time to look at this, and they said they would bring it up again in 2 weeks and asked the National Guard to reach out to the town. I got an email from Col. Mikolaities today. The property is 19+ acres on Route 3 across from the movie theater. It's commonly referred to as Pork Chop Hill. I think it makes sense to ask him to go to the Planning Board meeting next Monday night. We can let everyone know as there are many interested people. They have provided 2 conceptual site plans (attached). 10,000 square feet is administrative space and 18,000 square feet is for bays for large equipment. Concerns for the town are it is non-taxable and there is an area behind there that's residential. They feel they are leaving a lot of buffer for security reasons; they are going to try and center it on the property. They'd like to move ahead

and they are willing to come and speak to you. Their concern was they signed a Purchase and Sale on December 31, 2014 and they need to close by February 15. That is why they are asking for a quick turnaround.

J. Sullivan: Myself, Dr. Shankle, the town planner, state reps and senators received an email from Mr. Couture indicating that this plan was on the docket and none of us knew about it. Mr. Hess contacted the Executive Councilor and Councilor Pappas. We thanked him for sharing the information he had, and Dr. Shankle called me to update me. Councilor Pappas and Dr. Shankle met today.

Dr. Shankle: It was nice of the G&C to give us some time to hear what is going to happen before it gets approved. It was more about transparency than the actual project. I don't know there is anything we can do to stop it if we wanted to. If the first time we heard about it was after they bought it, that didn't seem quite right.

J. Sullivan: At this point, we want to know if it's prudent for him to attend the Planning Board meeting to make it public.

Dr. Shankle: My understanding is the use would be allowed in that performance zone. It seems that this is the most public place to have this update from them.

T. Lizotte: On this property, the cost of blasting – what detriment is it to our taxes? What does it yield for taxes each year?

Dr. Shankle: It's only assessed for about \$250,000. There may be a lot of positive that comes out of this. It would clean up the area, but we don't want to affect the neighbors. They seem to think they are leaving a considerable buffer. I'd hope this would be addressed at the Planning Board.

D. Winterton: Are we notifying abutters they are coming to the Planning Board on Monday?

Dr. Shankle: I was going to talk to the town planner about that. If we do, we have to pay for it. I think it makes a lot of sense to do that and would be worth it.

***D. Ross motioned to authorize the Town Administrator to notify abutters, in the proper and traditional fashion, of this plan. Seconded by T. Lizotte.***

J. Sullivan: This type of development would not normally require abutter notification?

Dr. Shankle: We are doing this is as a courtesy.

***Vote unanimously in favor.***

**PUBLIC INPUT: 15 Minutes**

J. Sullivan: We have one of the Trustees of the Trust Fund here; we read the ordinance into the record. If you would like to add any additional information, please do so.

Claire Lyons, member of the Trustees of the Trust Fund: I am confirming that we support this project.

T. Lizotte: It should be on the record that the Trustees of Trust Fund were not late; Council moved the agenda item up.

J. Sullivan: Thank you for coming and thank the other Trustees as well. Seeing no other public input, I now declare that public hearing on Proposed Ordinance 2015-1 is closed.

*CLOSED FOR PUBLIC COMMENT*

**NOMINATIONS AND APPOINTMENTS**

None

**SCHEDULED APPOINTMENTS**

None

**OLD BUSINESS**

- a. 14 – 101 Review of budgets and warrant articles: Vote on budgets and warrants

***D. Winterton motioned to take the fire budget off the table. Seconded by T. Lizotte. Vote unanimously in favor.***

***D. Winterton motioned to take the police budget off the table. Seconded by T. Lizotte. Vote unanimously in favor.***

J. Sullivan: To be consistent, we will motion to approve the budget and then make any amendments and vote on those. At that point we will vote on the budget as amended.

***D. Winterton motioned to approve the Town Administrator's fire budget in the amount of \$3,873,931. Seconded by T. Lizotte.***

***D. Winterton motioned to move \$156,560 from fire budget full time employee (4220-111) to ambulance budget (equivalent of salaries and benefits for 2 firefighters at the salary level of \$40,536). Seconded by T. Lizotte.***

D. Winterton: \$3,717,371 is the new fire budget.

N. Comai: To be clear, you are saying move the fire division full time employee line to where?

D. Winterton: In the professional services line under the fire division (account 1-350-4220-330), they moved \$76,000 to the ambulance fund. I'm following that movement exactly with a total of \$156,560. I can break it down into salary, FICA, retirement, health, life, dental and disability if you want.

N. Comai: Not necessary; there is only one line item in ambulance, and that is medical supplies. I can't follow the dots.

Dr. Shankle: It would come out of the fire division budget and those salaries and benefits would be paid out of the ambulance fund which is different.

N. Comai: Do we have to create that ambulance fund? I don't see it in the book.

C. Soucie: The book you have is the general fund. The town has several other funds that don't have a budget associated with them. Those are in the back of your book. The general fund fire division operating budget is being reduced by that amount and will be charged against the special revenue ambulance fund, which is not contained in this budget process.

J. Sullivan: By doing this, we are maintaining the full complement of the fire rescue division, and we will be able to take advantage of that special fund to cover the cost from ambulance fees for these 2 individuals.

D. Winterton: Exactly.

N. Comai: Given the fact that wages are being moved, are we going to start keeping more line items in the public eye of wages? By throwing it into this fund just makes a bigger fund?

T. Lizotte: It's being removed from the general fund and those 2 positions will have to be funded from the revenue generated in the ambulance fund; it's not transferring money from one to another. He is asking the money to be removed from this fund and the liability to be covered by the ambulance fund. That fund will now fund those two positions.

C. Soucie: In the ambulance fund, we keep track of wages, medical supplies, fuel, etc. It's accounted for in a separate fund that we report on. There is detail in your book, but it's not in the general fund.

D. Winterton: In the budget process, we are moving \$76,000 to the ambulance fund for professional services, which is the 911 cost. This is already taking place in this budget. I'm just letting some salaries and benefits follow it. Last year we spent over \$100,000 in wages and salaries out of that fund.

T. Lizotte: I think it was \$69,095 according to the backup.

D. Shankle: The theory is the idea of the special revenue fund for ambulance would pay for the cost of the ambulance. What Councilor Winterton is saying is that 2 firefighters should be considered part of what it costs to run the ambulance so it should come out of that revenue.

A. Jennings: On tab 28, as of 11/25/14 the balance is \$330,151.80 in that fund. Earlier this year, we talked about keeping rates in line with other communities – it should be self-sustaining for those 2 ambulance workers.

S. Orr: We are taking this money out of specific line items and moving to a fund – does that fund also have those line items so you can easily find out how much of each is going to that fund?

C. Soucie: We don't currently have the health insurance lines, but we can quickly and easily add them so we can start tracking them.

S. Orr: That would be valuable data to have for the future in separating them.

D. Winterton: What is the accounts receivable for the ambulance fund currently?

C. Soucie: About plus \$400,000 in outstanding bills.

D. Winterton: They have a \$330,000 balance plus \$400,000 of accounts receivable. Thank you.

D. Ross: I see ambulance service under the revenue side coming in at \$150,942 for 2011-2012 and 0's for 2013. I presume that is what they took in?

C. Soucie: For 6 months it was operated out of the general fund; starting January 1, 2012 we moved it to the special revenue so the revenue stopped going into the general fund.

Dr. Shankle: Can I suggest that since this is a substantial change to a department's budget and the department head is here, can we ask him to come up?

Chief Williams: The fund is there, and is a revenue generating account. If you choose to do that, I'd only caution there is enough revenue coming in every year to cover that.

J. Sullivan: Is there a concern that we would not be able to maintain that revenue fund, at this point?

Chief Williams: I don't have the numbers in front of me, but it would be on a monthly basis. I know there is a balance in there, so it does bring in revenue every month.

J. Sullivan: We do have funds now, so in future years, Council can make motions to move it back if needed.

T. Lizotte: It would be irresponsible to say we put all paramedics in there, but if we put 2 in there it gives us leeway to look at ways to reinforce some areas without impacting tax payers.

***Vote unanimously in favor of the amendment.***

N. Comai: Can I get the total number again?

D. Winterton: \$156,560 which is salary and benefits for a firefighter with an annual salary of \$40,536 times 2. That is also including maximum health benefits; \$3,717,371 is the new fire budget total.

***J. Sullivan called the question to approve the fire budget as amended for a total of \$3,717,371.***

***Vote unanimously in favor.***

C. Soucie: So you just did the fire division of fire rescue. You still need to do emergency management and forest division.

J. Sullivan: \$5,500 is in emergency management and the forestry budget is \$0.

***N. Comai motioned to accept emergency management budget for \$5,500. Seconded by T. Lizotte. Vote unanimously in favor.***

J. Sullivan: Next is police.

***D. Winterton motioned to accept the police budget in the amount of \$3,837,910. Seconded by T. Lizotte.***

***D. Winterton motioned to amend the police budget to increase salary line by 97,146.50. Seconded by T. Lizotte.***

D. Winterton: That is ¼ of what the Chief told us his warrant article would include, so that adds one person to the police budget.

S. Orr: You want to add that to full time employees?

D. Winterton: I want to add it to the bottom line. When the Chief was in here last time, he mentioned we had to return state grants due to the lack of staffing. That seems wrong to me. Crime in Hooksett related to shoplifting and break-ins is rising. I think more bodies on the street would be helpful to the town and would realign our safety issues. If this passes, the combined fire and police budget would go from, originally, \$7,711,841 to \$7,652,427.50, for a total savings of about \$60,000 to tax payers.

J. Sullivan: Is there a specific savings to just police, since you added them together?

D. Winterton: Police would increase to \$3,935,056.50 from \$3,837,910; combined, they decrease by \$60,000k.

N. Comai: Can you go down the line items and tell me what was removed in the last meeting?

D. Winterton: Nothing was changed at the last meeting.

N. Comai: It's line 440, for the motorcycle. I thought it was taken out at the last meeting?

D. Winterton: It was taken out by the Town Administrator, and we are approving the Town Administrator's budget, not the Chief's.

A. Jennings: I agree there is a public safety issue, but he has 2 open positions already. I don't see why we are adding a third position. I'd like to see those filled before we increase the budget.

Capt Daigle: We swore in 2 officers recently; one dropped out of the academy on his own. We were looking for one, but now we are actively looking for 2. By the time this budget goes into effect, we will have those 2 filled.

J. Sullivan: There was discussion of increasing the complement to what was voted on in the 90's. So we would still be looking for 3 or will this one bring it up to that level?

Capt. Daigle: This one additional brings us to 26; at one time we had 29 from the Chief down.

J. Sullivan: The others will be on a warrant article. If this is approved, the warrant article would be changed to 3 instead of 4.

***Vote unanimously in favor of the amendment.***

J. Sullivan: I thought during discussions there was a request for 2 police cruisers and I thought we were going to consider one.

T. Lizotte: I think with what Mr. Winterton transacted here, it allowed us to not impact tax payers, reduce the budget by \$56,000 and strengthen on the police side. I think the balance is here and I'm happy with this budget. The Chief has indicated an interest in reducing the fleet but replacing some of his high-mileage vehicles. I think we can feel comfortable with his strategy.

***Vote unanimously in favor to approve the police budget as amended with a new total of \$3,935,057.***

J. Sullivan: Next is Highway Department, tab 9.

***N. Comai motioned to accept the Public Works budget of \$2,877,906. Seconded by T. Lizotte.***

N. Comai: Line 436 for the building maintenance fund – there is a snafu between the department budget and TA's budget, and then he had asked for an additional \$10,000. That was where we left off due to not having a quorum.

Dr. Shankle: As we have gone through the budget, I have reduced things due to historical spending. I increased this for the same reason. He is spending more than he asks for. This is to be realistic.

N. Comai: At the last meeting, you asked to increase it by \$10,000 – is that included in the \$115,000 or additional?

Dr. Shankle: Additional.

J. Sullivan: (*Referring to minutes from previous meeting.*) The motion to amend is still open from the last meeting. I motioned to increase building maintenance from \$115,000 to \$125,000. Because of in kind donations, that contribution can be considered for any grants requiring in kind donations. Does that cover the intent of the committee?

Dr. Shankle: We have done, if you look at what the architect provided, the town has done about \$60,000 worth of work that needs to be done. This \$10,000 the Chair is asking for will help us continue to move but I think by doing this we are saving the town money by using our own resources as we can.

***Vote unanimously in favor of amendment.***

S. Orr: I don't remember if we discussed this or not, but it looks to be a big increase in grounds maintenance for Parks & Rec; activity in previous years is \$18,000, this year is \$7,000, and the budget is \$32,000. Are we anticipating a huge increase in grounds maintenance for Parks & Rec by \$20,000?

L. Lessard: Last year we had \$36,000 in there; this year I had \$36,000 and it got reduced to \$32,000. It is for fertilizer, repairing irrigation heads and lines. Most will get spent in spring and summer.

S. Orr: Actual for 2013-2014 is \$18,000 and actual YTD as of November is \$7,600 for this year. Even though the budget was \$37,000, you're not even close to that.

L. Lessard: There are 5 steps for fertilizer. We still have 3 to do in the spring.

Dr. Shankle: If you look at the backup on page 3 of 5, it lists the projects they are going to do.

J. Sullivan: The amended budget for 2013-2014 is \$36,322 and she is referring to what was spent which was \$18,000. Was something not done in that season?

L. Lessard: We had to do budget cuts because we were so over on salt last year so that is one of the places I moved money from.

J. Sullivan: Under Road Maintenance vehicle maintenance, you increased it from \$50,000 to \$100,000.



Dr. Shankle: The activity indicates he is already overspent so I increased it based on prior year spend.

Vote unanimously in favor of budget as amended, with a new total of \$2,887,906.

***T. Lizotte motioned to approve Recycle & Transfer budget of \$1,093,239. Seconded by S. Orr.***

N. Comai: Tipping fees have gone up. Can someone explain why?

J. Levesque: It's part of the contract that they go up. They started off at a really good price but it increases every year.

N. Comai: I thought tipping fees would go down even if the rates went up.

T. Lizotte: The contract was for Wheelabrator. There were 2 contracts we looked at; they are fixed and we are obligated to pay that. The idea would be we would be recycling more with less loads going. Wheelabrator is taking that into account.

J. Sullivan: How much have revenues gone up from single stream recycling? If it should go down because recycling is going up, I would want to find out what the revenues would be.

D. Ross: Is there some kind of metric we have to gauge to see if this is working? I don't think it would be impossible to do based on past history and tonnage. We don't have numbers and I'd like to know if we are actually saving money with the investments the town has made.

T. Lizotte: Diane has generated a monthly report.

D. Ross: Where would we be if we stayed with what we were doing vs. what we are doing now? Are we moving in the right direction? Are we saving money or are we just complicating things?

T. Lizotte: I think she has that information for tipping tonnage vs. recycling

Dr. Shankle: The backup on page 6 shows the breakdown. The greater question is does the difference in the amount of trash we pick up justify all the equipment?

J. Sullivan: It could be that recycling has increased but if the truck makes more stops, that would increase the tonnage.

T. Lizotte: Mr. Winterton indicated reassessing the fact that we pay the condo associations for trash removal. If our rate of recycling is 30% we should consider reducing the amount we reimburse them by that amount since we don't get that recycling. We agreed to hold off on discussing that until after the budget cycle.

C. Soucie: I don't have what we budgeted for the last 5 years, but I have actuals. I don't remember when automated collection came in. \$458,000 in tipping fees (5 years ago) \$440,000 (4 years ago), \$401,000 (3 years ago), \$408,000 (2 years ago), \$347,000 (last year).

D. Winterton: The contract was a pretty good deal for the first year.

D. Ross: It has gone down but not the price of one of those trucks. When will we recoup that for the town? If we are going in the wrong direction, let's change course soon.

***Vote unanimously in favor of budget.***

J. Sullivan: Next is tab 11, Tax Collector.

***T. Lizotte motioned to approve tax collector budget of \$262,668. Seconded by A. Jennings. Vote unanimously in favor.***

J. Sullivan: Next is Town Clerk and Election.

***T. Lizotte motioned to approve the town clerk and elections budget of \$31,808. Seconded by A. Jennings.  
Vote unanimously in favor.***

J. Sullivan: Moving on to Budget Committee.

***N. Comai motioned to approve the budget committee budget of \$8,295. Seconded by S. Orr.***

A. Jennings: Is line one including the stipends?

J. Sullivan: Yes, there is also a reduction in part time employees based on actual spend. There is an overall increase of \$680.

N. Comai: Would the default budget meet the increase by \$1,850?

J. Sullivan: If it passes this year, it would be on next year's default budget. If this budget fails, it would not include that \$1,850.

***Vote in 7-1 in favor.***

J. Sullivan: Next is capital leases.

***T. Lizotte motioned to approve debt and leases budget in the amount of \$89,102. Seconded by D. Winterton.  
Vote unanimously in favor.***

***T. Lizotte motioned to approve the cemetery budget of \$651. Seconded by A. Jennings.  
Vote unanimously in favor.***

J. Sullivan: We have put the budget to rest. What else needs to be done?

T. Lizotte: We need a reconsideration; I'd like to reopen the library budget. I can't motion because I wasn't here.

***J. Sullivan motioned to reconsider the library budget. Seconded by N. Comai.***

T. Lizotte: The discussion, when the library was here, was regarding a warrant for increases in the pay line. They embedded a \$4,900 increase to a position not currently filled. Was that considered?

J. Sullivan: What do the minutes state on that vote and what the amount was?

T. Lizotte: Page 10 of 1/21/15 minutes says "S. Orr motioned to approve the library budget of \$638,515" which is the full, loaded budget, right?

S. Orr: The explanation says the wage request for 2015-2016 includes an \$11,960 increase due to increase in budgeted salary for vacant children's librarian position.

T. Lizotte: My position is if they are looking to have a warrant that should be on the warrant. My position would be to take that out. I'd be happy with taking out that \$4,900 from the budget and put that in the warrant.

***Vote 4-2 in favor of reconsideration; A. Jennings and T. Lizotte abstained due to absence for original vote.***

***T. Lizotte motioned to reduce the wage line by \$4,992 (equivalent to the increase on the open children's librarian position). Seconded by A. Jennings.***

T. Lizotte: If this is going on a warrant, I feel all those raises should be reflected in that warrant. The increase in regards to family vs. single health plan is a function of that position and can be left in the budget.

D. Ross: I consider that request to be in line with other departments' requests. They have identified an error and are trying to correct it the best they can. I'd be inclined to go with their wishes because I think they did a good job of stating their case of the pay inequity they have. If the warrant article fails, then they are still in bad shape. I think \$4,900 is a small amount of money.

J. Sullivan: They asked if we would be inclined to place the warrant article on the ballot on their behalf. We gave the impression we would rather not so they are going to proceed with a petition warrant article. At this point, has one been submitted?

Dr. Shankle: No.

J. Sullivan: There is a deadline for a petition article and they are planning on that. Hopefully they will take the advice of this board and add that \$4,900 to that petition article.

S. Orr: If I remember correctly, the conversation they had was about that concern. They can't fill this position at the rate budgeted. They realized that and they need to fill that position. They want that in the budget regardless because they need to fill this position and they can't with the amount that is budgeted. By putting it in the budget, they are assured to be able to make an offer at a rate that someone will accept for that position. Hopefully, their warrant article passes and increase the salaries for those who need adjustments. I think that is why we decided to keep it in there at the time.

A. Jennings: I don't think it was budgeted too low. This is a pay equity issue and they recognize that. If they are going to the voters with a warrant to correct that, this needs to be part of the warrant article.

D. Winterton: If we reduce the salary line by \$4,992, does that roll down into reductions in FICA, health, dental, and so forth?

T. Lizotte: No, I took it out of the pay piece, not those other pieces.

N. Comai: From 2014-2015 it was \$600,682; they are asking for \$638,000 so there is wiggle room for them to do what they want to do. Moving it, I believe, is the proper thing for consistency. At the end of the day, they are going to do what they want to do.

#### **Roll Call**

T. Lizotte – Yes

D. Ross – No

A. Jennings – Yes

J. Levesque – No

D. Winterton – Yes

S. Orr – No

N. Comai – Yes

J. Sullivan – No

***Vote tied 4-4; motion fails.***

***D. Ross motioned to accept library budget as presented in the amount of \$638,515. Seconded by T. Lizotte.***

***Vote unanimously in favor.***

C. Soucie: The town operating budget you voted on is \$14,809,813. When you include the sewer budget of \$2,024,095, the total going to the budget committee is \$16,833,908.

***T. Lizotte motioned to approve the sewer budget of \$2,024,095. Seconded by A. Jennings.***

***D. Winterton motioned to amend line 6 to reduce by \$13,204 (health insurance). Seconded by A. Jennings.***

D. Winterton: Currently every town employee pays 10% and sewer pays 100% of employees' health insurance. I don't think it's fair.

***D. Winterton motioned to reduce line 65 by \$5,482 for same reason as above. Seconded by A. Jennings.***

Dr. Shankle: Realistically, you can't make them change the contribution. The Sewer Commission has the right to decide that. They can continue to make that contribution, but you will be reducing their budget somewhere else.

D. Ross: There is an issue how they are funded; they are funded by user fees, not by tax funds.

S. Orr: We are approving the budget because they are a department of the town? Help me understand.

Dr. Shankle: Under state law, the Sewer Commissioners are given the right to make administrative decisions usually made by the governing body. That's why they can make the determination on how much their employees pay for contributions to insurance. None of their money comes from taxes, so I suspect they are going to continue doing what they want to do in terms of employees and move money around. State law is very clear that they have power to do these things, but just as clear, that since they are a department of the town, their budget goes on your warrant and your budget so you have a right to vote on it.

S. Orr: In an emergency situation, like the disks, did the town pay any of the legal fees? They did. So there is an overlap between their budget and ours.

N. Comai: Their employees are in the insurance pool and their claims go against the town's total.

Dr. Shankle: They are town employees; the sewer commission has authority that supersedes yours when it comes to those employees, by state law.

N. Comai: I believe that we should bring this to light and look at others who aren't contributing as well. What is good for one should be good for another.

D. Ross: They are elected officials, so if the voters don't like what they are doing they can vote to replace them. They have regular meetings that everyone is welcome to attend, even if they aren't a rate payer.

T. Lizotte: The other way to do it is reduce their budget and when it's asked to be explained, we explain it. If we remember how that expansion got on the ballot, I think by lowering their budget, they would have to take into consideration the insurance side of things. The rate payer won't get hit because they can't increase their budget to cover added costs because the voters will vote for this. I think it's the only way to send a signal they need to consider that.

J. Sullivan: I know we are trying to get all of the town employees in line with the insurance and they are all considered part of the pool. Can we ask them to fall in line with other employees who are in the same insurance plan that they are? We are within our right to do that. If this sends a message to try to get them in line, there is nothing stopping them from going through appropriate budget avenues and getting that adjusted. At this point I'm not inclined to support it as I would have liked to take a different approach.

D. Winterton: If we form an insurance committee and invite a member from the sewer department who is sitting at a table with someone who is paying 12%, what is the incentive for that person to look for a better, more economical health plan for the tax payers? It's free to them.

S. Orr: I have a strong feeling for equity for all town employees regardless of what department they work for. My concern is they aren't going to take it out of another line; they are going to raise their rates. We talk about keeping taxes down and level funding. This is only going to be borne by rate payers. I'm disinclined to vote for this, however I agree in theory in making things equitable. I hope there are other ways we can address this. Right now, this is not a good way to address the situation.

A. Jennings: this would decrease their budget so they would be less likely to increase their rates because they are bound by what is on here. I think it's more diligent to the rate payers to make sure their health insurance rates are more in line with the rest of the town employees.

D. Winterton: In response to Councilor Orr, I'm not a rate payer and most of my constituents are not. When the disks went down the river, my constituents with no sewer were at risk. It's very convoluted that it's separate. I think asking a town employee to do what all other employees do is fair.

T. Lizotte: The budget is voted by the voters and they can't increase rates; they have to stay within the guidelines the voters vote for.

N. Comai: Tab 18 in the memo to the budget committee, the last line says "*The bottom line of this budget indicates an increase of \$29,000. At this time the board is planning an increase in our rates.*" They are already planning an increase in rates regardless of what we do with the budget.

T. Lizotte: That is to cover the \$29,000 increase in the budget. If you want to look at potentially having them make some tough decisions in terms of being equitable to all town employees then reducing those lines would force that issue.

D. Winterton: The total amount of the motion is to reduce their budget by \$18,686.

**Roll Call**

S. Orr – No

J. Levesque – No

D. Winterton – Yes

N. Comai – Yes

D. Ross – Yes

T. Lizotte – Yes

A. Jennings – Yes

J. Sullivan – No

**Vote 5-3 in favor.**

C. Soucie: Total of sewer with this new adjustment is \$16,815,222.

A. Jennings: What was the total budget last year?

C. Soucie: \$16,887,991 is the current operating budget.

J. Sullivan: That is a \$72,000 decrease. Are we required to vote to accept the default figure?

C. Soucie: \$16,779,749 is the default budget; it includes contractual increases for NH retirement, health insurance software, tipping fees, library, Amoskeag Rowing and sewer. Decreases are property liability, fire dispatch, remove pickup in DPW, worker's comp and unemployment, excavator lease, elections, and Jane Sanders deed contract.

***T. Lizotte motioned to accept the default budget for 2015/2016 at \$16,779,749. Seconded by N. Comai.***

N. Comai: Do you have the difference between the operating budget and default budget for this year?

A. Jennings: \$35,473

**Vote unanimously in favor.**

J. Sullivan: Now we are moving on to warrant articles. We did vote on the Merrimack Riverfront and it passed 6-0. We will move on to the others.

***D. Winterton motioned to move the police warrant article in the amount of \$388,586.00 to the ballot. Seconded by D. Ross.***

**D. Winterton motioned to amend the police warrant article from 4 full time police officers to 2 and change the amount from \$388,586.00 to \$194,293.00. Seconded by D. Ross.**

D. Winterton: We put one in the budget and I think 2 would have a better chance at passing than 3.

N. Comai: The request is for 4.

D. Winterton: The Chief said at the last meeting he would take what he can get.

S. Orr: Are we talking about dividing the amount in half so the new amount is \$194,293?

D. Winterton: I would think so.

**Vote unanimously in favor of amended warrant article. (was 7 in favor; N. Comai abstains however then N. Comai changed her vote in favor).**

J. Sullivan: Next is the warrant article for \$430,000 into the capital reserve fund.

Dr. Shankle: They are all broken out below. I don't have a strong feeling one way or another in the number of war we have; this is just an attempt at reducing the total number. The \$0.27 estimated tax rate is not cumulative.

S. Orr: If we include all of these in one article, each one is listed in that article, I assume, correct?

T. Lizotte: Yes, as written.

S. Orr: I understand the reason to reduce the number of warrant articles. I feel like it's sneaking in a last paragraph at the bottom of a bill that doesn't have anything to do with the bill, but if you want the bill passed that gets passed too even if you don't want that. If one person isn't going to want the drainage upgrades, they will say no to everything else.

**D. Ross motioned to move the capital reserve warrant article in the amount of \$430,000 to the ballot. Seconded by A. Jennings.**

**D. Ross motioned to amend the warrant article by breaking out Public Works vehicles in the amount of \$200,000 as a separate warrant article. Seconded by T. Lizotte.**

D. Ross: These other items are recurring. Grouping them is a safe bet; to reduce the overall impact by almost half by breaking out the Public Works vehicles, now they know what it is they are voting on. It seems to be such a different item than the others on the list.

N. Comai: It is \$430,000, but they are all separated out. How are we going to put them on the warrant? Was the Public Works vehicles line in the CIP as \$100,000 or \$200,000? \$75,000 for building maintenance was just added in the budget so I'm not sure that has to be in there. That is \$175,000 right there.

L. Lessard: Public works vehicle should be \$100,000; that is what we put in each year.

C. Soucie: I'll explain how it got to \$200,000. In last year's CIP we had Public Works vehicle capital reserve for \$100,000. We had a second line for this year for \$120,000 for the loader. That was going to take 2 years to replace. In this year's CIP, instead of having 2 items for similar things, we put it in with the vehicles and instead of asking for \$220,000 we put them into one line and are asking for \$200,000.

**Vote unanimously in favor of amended warrant article.**

J. Sullivan: That leaves \$230,000 for remaining items. If we leave it that way, I'd ask for an explanation of the \$75,000 for maintenance as we have some in the operating budget and some in the warrant article.

L. Lessard: We were putting \$100,000 for the past 3 years in that but reduced it to \$75,000; I have enough to do the roof in this building. The \$75,000 is anything above the regular maintenance like a boiler or another unexpected repair. The \$75,000 in the budget is for routine, planned maintenance. If we don't use it, it keeps accumulating.

N. Comai: Can we put the word emergency into the wording?

Dr. Shankle: Capital Reserve Fund has wording for that.

N. Comai: Can we add a sentence to this warrant article to say it's for an emergency?

Dr. Shankle: It's not necessarily an emergency; it could be for something we are saving up for.

**S. Orr motioned to remove the 2 fire items (Air Packs & Bottles and Fire Apparatus) and combine them on one separate warrant article for \$70,000. Seconded by T. Lizotte.  
Vote unanimously in favor of amendment.**

J. Sullivan: The actual warrant article now will be \$160,000 with the remaining line items.

**Vote unanimously in favor to place the amended warrant article on the ballot.**

**D. Ross motioned to move the Public Works Vehicles capital reserve fund warrant article in the amount of \$200,000 to the ballot. Seconded by T. Lizotte.  
Vote unanimously in favor.**

**J. Sullivan motioned to move the fire items warrant article (Air Packs & Bottles and Fire Apparatus) in the amount of \$70,000 to the ballot. Seconded by S. Orr.**

D. Ross: I think it needs to be reworded.

C. Soucie: It would be reworded the same as the super article, only with those two items listed. All of these warrant articles are going to be subject to DRA's final approval and attorney review so they are likely to be changed a little bit.

**Vote unanimously in favor.**

**N. Comai motioned to move the firefighter/EMT warrant article in the amount of \$71,997 to the ballot. Seconded by J. Sullivan.**

C. Soucie: It doesn't have to go on the ballot; it can go in the operating budget. That is in your purview.

T. Lizotte: How are we going to reduce the OT by \$72,454? How are we going to guarantee that to the taxpayers?

Dr. Shankle: You put in the warrant article that is what's going to happen and that is what would happen. At the end of the year, you could move things if you needed to do that. That would increase one line and reduce the other.

T. Lizotte: The operating budget would be in the general fund right?

Dr. Shankle: Yes.

A. Jennings: If they need a budget increase next year because of this and the voters voted for a \$0.00 tax increase, is there any recourse from the voters?

Dr. Shankle: The idea would be it would be revenue-neutral. If at the end of the year you choose to move money into the OT budget from somewhere else, you can do that.

T. Lizotte: The article says it will reduce the operating budget by \$72,454 in overtime costs. It doesn't say in overall budget.

Dr. Shankle: You will increase one side and decrease the other.

#### **5 MINUTE RECESS**

***N. Comai motioned to move the revaluation capital reserve fund in the amount of \$30,000 to the ballot. Seconded by T. Lizotte.***

***Vote unanimously in favor.***

***T. Lizotte motioned to move the part time clerk/receptionist for the police department in the amount of \$18,657 to the ballot. Seconded by A. Jennings.***

***Vote unanimously in favor.***

***T. Lizotte motioned to move the master plan capital reserve fund in the amount of \$10,000 to the ballot. Seconded by N. Comai.***

***Vote unanimously in favor.***

***J. Sullivan motioned to place the salaries and benefits increase for non-union full time and part time town and library personnel warrant article on the ballot with the sum associated with 3%. Seconded by D. Ross.***

J. Sullivan: We just approved a contract for AFSCME 1580 for a 3% increase and we should do the same. If we do less, we may ruffle some feathers.

D. Ross: There is nothing here to address the insurance contribution. Shouldn't we be equitable with that as well?

C. Soucie: On the last page there is a breakdown of health insurance cost savings.

J. Sullivan: The warrant article will reflect the increase in salaries and increase in contribution, so there would be wording to that.

N. Comai: So that increases the employees' health insurance contribution by 2% to 12%.

J. Sullivan: That is a savings of \$16,000 so the net wage increase would be \$88,000. Will that be in the warrant article so people know?

C. Soucie: Yes it would say salaries of \$X, benefits of \$X (which would show a negative) and we are raising the \$88,000.

D. Winterton: At the 3% increase line, the benefits are for what?

C. Soucie: Just NH retirement and taxes.

N. Comai: This says the library is included. What are they paying now?

C. Soucie: My understanding that they are paying 10% now.

***D. Ross motioned to extend the meeting from 9:30 pm to 9:40 pm. Seconded by D. Winterton. Vote unanimously in favor.***

N. Comai: In the library discussions earlier, is there double dipping going on or is it just one straight increase and the employees will get 3%?

Dr. Shankle: My understanding is that they still believe there would be an equity issue if the other employees got 3% and they just got what was in the warrant article. In order to fix what they see as an issue, they would get the 3% and the raises that are in the warrant article on top of it.



T. Lizotte: That is exactly what Ms. Farwell reflected.

***Vote unanimously in favor to place the warrant article on the ballot.***

J. Sullivan: Now we need to make recommendations.

D. Ross: Don't we need the correct wording?

C. Soucie: You can pass the budget to the budget committee and it will show that these warrants have been placed on the ballot. You can make recommendations on a future date although you have to have them prior to early March.

J. Sullivan: So we can end this discussion and put it on the agenda for our next meeting on Feb. 11.

N. Comai: If I am not here on the 11<sup>th</sup>, can I do it by proxy?

J. Sullivan: No. We can do it at our next meeting or we can wait.

Dr. Shankle: We did schedule a meeting for tomorrow night but I presume we can cancel that?

J. Sullivan: Tomorrow's meeting has been canceled. We will continue this at our next meeting.

#### **SUB-COMMITTEE REPORTS**

N. Comai: I wanted to ask what the next steps are in creating this pressing health committee.

Dr. Shankle: It's going to be on the next agenda. You will be instructing me to do that.

J. Levesque: I didn't attend the meeting because I wasn't feeling well, but the ZBA met and they passed GE's extension allowing the wetlands impacts so they are free to go to the Planning Board now. There is no meeting next month.

Dr. Shankle: There has been an interesting twist with the Lilac Bridge. We had to get the Coast Guard involved and they sent a letter to the state saying that when the project was done in 1974, part of the deal was the state was supposed to take the old bridge down, including the abutments, down to the river base. Why didn't they do that? The state sent a letter back asking if they could leave it up because the town had a sewer line on it, and there was no response, so I don't know where that is going to go.

***T. Lizotte motioned to adjourn at 9:40 pm. Seconded by D. Ross.  
Vote unanimously in favor.***

#### **PUBLIC INPUT**

None

**NOTE:** The Town website [www.hooksett.org](http://www.hooksett.org) may have attachments to these Town Council minutes for documents referred to in the minutes, reading file material, and/or ancillary documents that the Town Council Chair has signed as agent to expend as a result of the Council's prior approval of the documents.

Respectfully Submitted,

Tiffany Verney  
Recording Clerk

**Staff Report**  
**Emergency replacement of the side walk plow machine**  
**January 28, 2015**

**Background:**

The Public Works Department has a 1997 Holder machine that plows the sidewalks in town and on state roads. We have to do the maintenance of the sidewalks on state roads, this is the agreement that the town enters into for the sidewalks. The machine has been on the CIP for the past years that I have been in town and has always got pushed forward to save money.

**Issue:**

With pushing the machine back every year and trying to piece meal it to keep lasting one more year we have meet our match and the machine is beyond being repaired at this point.

**Discussion:**

This sidewalk machine has been a mechanical problem for the last few years. we spent a lot of down time and money on rewiring it last year taking several weeks to repair and costly. This year we had this machine down after the first storm and thought it was over but did have the success to get it back up. This time the motor is completely gone the front cam is through the block and the blower is gone. Before the motor failed the operator stated the transmission had started to slip. With the age and condition of this machine it will keep going downhill.

**Fiscal Impact:**

In our line item of capital reserves funds we have a line that was put together last year called Vehicles replacement, this was put together so we could put \$100,000.00 in per year to help replace equipment that would need replacement right away in such an instant as this. once the new 10 wheel dump truck is purchased we will have about \$38,000.00 left in this account.

**Recommendation:**

To replace the Holder with a new trackless is \$124,000.00 and a new MB Tractor will be \$123,200.00 Bob Cat with a snow blower attachment is \$44,954.00 with a bucket for the summer months. I would recommend the Bob Cat its much cheaper and can be use in the summer with the crews in cleaning up after road work and used to fine grade lots and spread loam in areas that need work. the city of Nashua has several of these as concord and Hudson and they have all good reports on these. With the remaining \$38,000.00 this will cost the department approximately \$7000.00 verses if we replaced with the equivalent would cost \$86,000.00. I would recommend that Council ok the purchase for the Bob Cat.

**Prepared by:** Leo Lessard, Public Works Director

**Town Administrator Recommendation:**

*Council. See detailed equipment expenditures in back - us material.*

  
Dr. Dean E. Shankle, Ph.D

# H. P. FAIRFIELD, LLC

BUDGET#

## "MUNICIPAL SPECIALISTS"

PHONE: 603-848-2363 FAX: 603-664-2636

<http://www.hpfairfield.com>

FROM:

Bob Hackett  
94 Sheep Davis Rd  
Pembroke, NH 03275

QUOTED TO: Town Of Hooksett  
208240 16 North Main Street  
Hooksett, NH 03106  
ATTN: Mario

DATE: January 26, 2015

CUSTOMER PHONE: 603-485-8471  
CUSTOMER FAX: 603-485-4423

COMMENTS: Sidewalk Tractor with ribbon blower

QTY	DESCRIPTION	PRICE	EXT. PRICE
1	NEW TRACKLESS MT6 SIDEWALK TRACTOR, 4 WHEEL DRIVE, TIER 3 ENGINE, HYDROSTATIC DRIVE, FULLY ARTICULATING AND OSCILLATING MAIN FRAME, 115 HP CUMMINS TURBO-CHARGED DIESEL ENGINE, 102 HP AT THE PTO, ROPS CERTIFIED SAFETY CAB, FULL INSTRUMENTATION, DANA 60 WITH BEAR AXLES WITH LIMITED SLIP, STANDARD WINTER RADIAL TIRES, HYDRAULIC SYSTEM TO OPERATE ALL TRACTOR FUNCTIONS WITH JOYSTICK CONTROLS, A/C AND CAB PRESSURIZER, BACK-UP ALARM, STROBES, AIR-RIDE HIGH-BACK SEAT, COMPLETE, PREPPED AND DELIVERED YOUR FACILITY.	\$109,000.00	\$109,000.00
1	TRACKLESS 51" RIBBON BLOWER	\$15,000.00	\$15,000.00
1			\$0.00
SIGNED <u>Bob Hackett</u> ACKNOWLEDGED		QUOTE TOTAL	\$124,000.00

KUBOTA  
LANDPRIDE  
TEREX

MB TRACTOR & EQUIPMENT  
Route 125, P.O. Box 487  
Plaistow, NH 03865  
TEL: (603) 382-5031  
Fax: (603) 382-1084

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DPW  
210 W. RIVER ROAD  
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SHIP TO



Sold By: ZJL PO #: SN: Date: 1/27/15  
Ship By: Tax #: 16 MAIN STREET (PHIL) 12142138 PRT: 1 Open

Tax	D	Qty	Description	Price	Amount
			GROUP : 01		
			EQUIPMENT QUOTE		
N		1	MACLEAN MV4 BASE UNIT	115000.00	115000.00
N		1	MACLEAN 50" DUAL AUGER SNOWBLOWE	8200.00	8200.00
			** TOTAL EQUIPMENT QUOTE		123200.00

STATEMENTS ARE DUE UPON RECEIPT. ALL ACCOUNTS NOT PAID IN FULL WILL BE PLACED ON CASH ONLY STATUS.  
A SERVICE CHARGE OF 2% WILL BE CHARGED ON ALL OVERDUE ACCOUNTS. ANNUAL PERCENTAGE RATE IS 24%. I HAVE RECEIVED OPERATING INSTRUCTIONS AND MANUALS ON ABOVE EQUIPMENT. EQUIPMENT WAS PICKED UP IN NEW HAMPSHIRE BY CUSTOMER AND CUSTOMER ASSUMES RESPONSIBILITY FOR ANY SALES AND/OR USE TAX REQUIRED ALL EQUIPMENT RETURNED WILL BE SUBJECT TO A 20% RE-STOCKING FEE.  
TRUCKING IS NOT COVERED BY THE MANUFACTURERS WARRANTY. TRUCKING COSTS ARE THE RESPONSIBILITY OF THE CUSTOMER.

\*\* SUBTOTAL 123200.00

X \_\_\_\_\_ Charge Sale

Phone: (603) 668-8019 PAY THIS AMOUNT  \$123200.00



# Bobcat.

## Product Quotation

Quotation Number: 23068D023100

Date: 2015-01-26 15:41:41

Ship to	Bobcat Dealer	Bill To
leo town of hooksett leo hooksett, 03051	Bobcat of New Hampshire South, Hudson, NH 2 TRACY LANE HUDSON NH 03051 Phone: (603) 579-9955 Fax: (603) 579-4747  Contact: Denys Hall Phone: 603 7984888 Fax: 6037984787 E Mail: rental@bobcatnh.com	leo town of hooksett leo hooksett, 03051

Description	Part No	Qty	Price Ea.	Total	
S570 T4 Bobcat Skid-Steer Loader	M0259	1	\$30,630.00	\$30,630.00	
Factory Installed A51 Option Package	M0259-P01-A51	1	\$3,747.00	\$3,747.00	
Cab Enclosure with Heat and AC	Power Bob-Tach				
Suspension Seat	Cab Accessories Package				
	Two Speed, Hydraulic Bucket Positioning, Cold Weather Package	M0259-P03-F30	1	\$1,670.00	\$1,670.00
	Selectable Joystick Controls (SJC)	M0259-R01-C04	1	\$1,668.00	\$1,668.00
Attachments	Attachment Control, 7 Pin (M-Series)	7128426	1	\$239.00	\$239.00
Description	Part No	Qty	Price Ea.	Total	
68 low pro bucket		1	\$1,300.00	\$1,300.00	
sb200 60 in blower		1	\$5,200.00	\$5,200.00	
4 invert rims		1	\$500.00	\$500.00	
Total of Items Quoted				\$44,954.00	
Quote Total - US dollars				\$44,954.00	

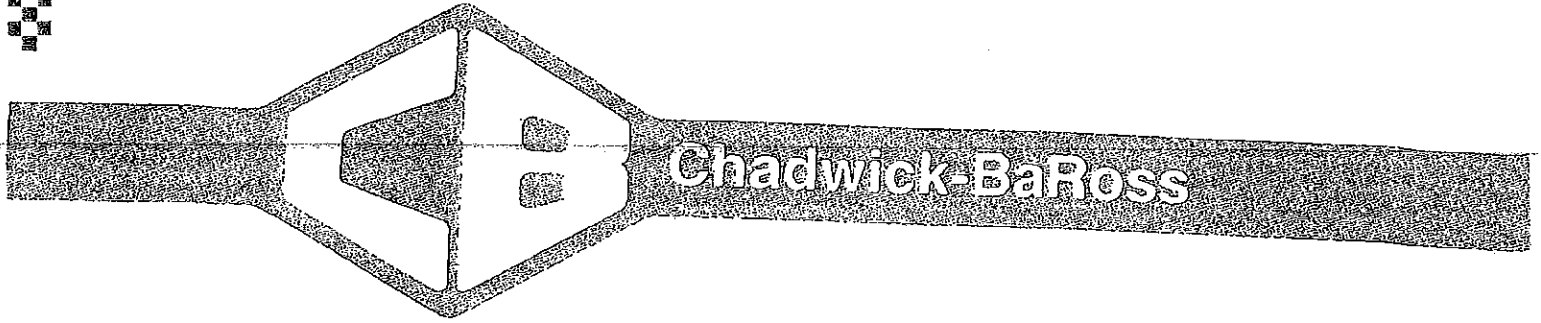
Notes:

All prices subject to change without prior notice or obligation. This price quote supersedes all preceding price quotes.  
Customer must exercise his purchase option within 30 days from quote date.

Customer Acceptance:	Purchase Order: _____
Authorized Signature:	
Print: _____	Sign: _____ Date: _____

### Finance Worksheet

QuoteFinance



FAX COVER SHEET

CO: Hooksett FAX #: 668-6850  
ATTN: Mario DEPT: \_\_\_\_\_

NUMBER OF PAGES INCLUDING THIS SHEET 1  
FROM: Dave Libby DEPT: \_\_\_\_\_  
DATE: 1-27-15 FAX# \_\_\_\_\_

NOTE: IF YOU HAVE NOT RECEIVED ALL OF THE PAGES INDICATED ABOVE. PLEASE CALL AND I WILL REFAX. THANK YOU.

MESSAGE: PRINORTH SW 45 (Bombardier SW 45)

Rubber tracks - Power angle plow - Snow blower -  
Sander \$157,000 20+ year life cycle

---

3 day delivery time Please give a  
call I can set up a time to go over  
spec's and options. Dave Libby

603-731-3846

# Equipment Expenditures Summary

Hooksett (NH)

All Dates Selected

Classification: VEHICLES

Type: DUMP/PLOW TRUCK

Item Number Description	Labor Hrs	Labor Costs	Material Costs	Sales Tax	Total Costs	WO Count	Avg Hours Per.WO	Avg Cost Per.WO
Holder	104.5	\$2,355.33	\$7,592.55	\$0.00	\$9,947.88	9	11.61	\$1,105.32
Sidewalk Plow								
Sub Total for Type: DUMP/PLOW TRU	104.5	\$2,355.33	\$7,592.55	\$0.00	\$9,947.88	9	1.29	\$1,105.32
Sub Total for Classification: VEHICLES	104.5	\$2,355.33	\$7,592.55	\$0.00	\$9,947.88	9	1.29	\$1,105.32
Grand Totals	104.5	\$2,355.33	\$7,592.55	\$0.00	\$9,947.88	9	1.29	\$1,105.32

# Detailed Equipment Expenditures

All Dates Selected

Classification SMALL ENGINE TOOLS

Type No Type Specified

Item No. Holder

Sidewalk Plow

Model Number C9700  
 Serial Number 52400277  
 Location Park & Rec Department  
 Area  
 Supplier Northland Holder Inc.  
 Date Purchased 10/12/1994  
 Original Cost \$58,500.00

Date Placed in Service  
 Date Removed  
 Warranty Expiration  
 Notes

Trns Dte	W/OID	Trns Type	Description	SupplierName	Invoice/Reference Requester	Quantity	Unit Cost	Total Cdst
Life Expectancy	Request Date	Requested Completion Date	Target Completion Date	Completion Date			Sales Tax	
Life Expectancy	Request Date	Requested Completion Date	Target Completion Date	Completion Date				
Action Taken								
1/23/2012	376	Materials	chain	E.WSLEEPER	2125858	1.00	\$61.68	\$61.68
Mario, please schedual holder for a broken chain repair and install a block heater.chphil arnone 1/23/2012								
Installed new chain on snowblower and installed new strobe light on roof of holder. installed new battery, installed new fuel filter and added a battery tender to keep battery from freezing in the winter in the court house								
1/23/2012	376	Materials	led strobe	E.W Sleeper	2125877	1.00	\$49.95	\$49.95
Mario, please schedual holder for a broken chain repair and install a block heater.chphil arnone 1/23/2012								
Installed new chain on snowblower and installed new strobe light on roof of holder. installed new battery, installed new fuel filter and added a battery tender to keep battery from freezing in the winter in the court house								
1/25/2012	376	Materials	oil pan heater	Northland Holder Inc.	3051	1.00	\$107.72	\$107.72
Mario, please schedual holder for a broken chain repair and install a block heater.chphil arnone 1/23/2012								
Installed new chain on snowblower and installed new strobe light on roof of holder. installed new battery, installed new fuel filter and added a battery tender to keep battery from freezing in the winter in the court house								



# Detailed Equipment Expenditures

Hooksett (NH)

All Dates Selected

## Classification SMALL ENGINE TOOLS

Classification	376	Labor	Mario Desaulniers		1.00	\$21.91	\$21.91
1/28/2012	376	Labor	Mario Desaulniers	Mario, please schedual holder for a broken chain repair and install a block heater.chphil arnone		\$21.91	\$21.91
				1/23/2012		\$0.00	\$0.00
Installed new chain on snowblower and installed new strobe light on roof of holder. Installed new battery, installed new fuel filter and added a battery tender to keep battery from freezing in the winter in the court house							
1/27/2012	376	Materials	battery	sanel	1.00	\$142.49	\$142.49
				27J08800		\$0.00	\$0.00
				Mario, please schedual holder for a broken chain repair and install a block heater.chphil arnone			
				1/23/2012			
Installed new chain on snowblower and installed new strobe light on roof of holder. Installed new battery, installed new fuel filter and added a battery tender to keep battery from freezing in the winter in the court house							
11/28/2012	1391	Labor	Mario Desaulniers		3.00	\$21.91	\$65.73
				Don't start, PTO handle broken, cutting edge gone, exhaust rotted off belt make noisMario Desaulniers		\$0.00	
				12/4/2012			
Took machine all apart due to so much not working. Started by replacing the starter (short), cut rusted exhaust system off and reinstalled new one, add many new ground wires due to corozion, spliced in many power wires due to broken and corozion, Replaced key switch due to broken spade on wire, Replaced alternator belt dry rot, Replaced many broken bolts, Replaced pto cable due to cable being frozen. Replaced cutting edge on snow blower with new bolts.							
11/30/2012	1391	Labor	Mario Desaulniers		4.00	\$21.91	\$87.54
				Don't start, PTO handle broken, cutting edge gone, exhaust rotted off belt make noisMario Desaulniers		\$0.00	
				12/4/2012			
Took machine all apart due to so much not working. Started by replacing the starter (short), cut rusted exhaust system off and reinstalled new one, add many new ground wires due to corozion, spliced in many power wires due to broken and corozion, Replaced key switch due to broken spade on wire, Replaced alternator belt dry rot, Replaced many broken bolts, Replaced pto cable due to cable being frozen. Replaced cutting edge on snow blower with new bolts.							
12/7/2012	1391	Materials	starter and miss parts	Northland Holder Inc.	1.00	\$1,391.00	\$1,391.00
				3239		\$0.00	
				Don't start, PTO handle broken, cutting edge gone, exhaust rotted off belt make noisMario Desaulniers			
				12/4/2012			
Took machine all apart due to so much not working. Started by replacing the starter (short), cut rusted exhaust system off and reinstalled new one, add many new ground wires due to corozion, spliced in many power wires due to broken and corozion, Replaced key switch due to broken spade on wire, Replaced alternator belt dry rot, Replaced many broken bolts, Replaced pto cable due to cable being frozen. Replaced cutting edge on snow blower with new bolts.							

# Detailed Equipment Expenditures

Hooksett (NH)

All Dates Selected

Classification	SMALL ENGINE TOOLS	Materials	batt charger	panel	27PP5870	1.00	\$28.39	\$28.39
12/10/2012	376	Materials	Mario, please schedual holder for a broken chain repair and install a block heater.	ch:phil arnone	1/23/2012	1.00	\$0.00	\$0.00
Installed new chain on snowblower and installed new strobe light on roof of holder. installed new battery. installed new fuel filter and added a battery tender to keep battery from freezing in the winter in the court house								
12/10/2012	376	Materials	fuel filter	panel	27PP5811	1.00	\$7.37	\$7.37
Mario, please schedual holder for a broken chain repair and install a block heater.								
12/11/2012	1391	Labor	Mario Desaulniers	1/23/2012		5.00	\$21.91	\$109.55
Installed new chain on snowblower and installed new strobe light on roof of holder. installed new battery. installed new fuel filter and added a battery tender to keep battery from freezing in the winter in the court house								
Don't start, PTO handle broken, cutting edge gone, exhaust rotted off belt make noise								
Mario Desaulniers								
12/21/2012 11:48:51								
Took machine all apart due to so much not working. Started by replacing the starter (short), cut rusted exhaust system off and reinstalled new one, add many new ground wires due to corozion, spliced in many power wires due to broken and corozion, Replaced key switch due to broken spade on wire, Replaced alternator belt dry rot, Replaced many broken bolts, Replaced ptb cable due to cable being frozen. Replaced cutting edge on snow blower with new bolts.								
12/13/2012	1391	Labor	Mario Desaulniers			2.00	\$21.91	\$43.82
Don't start, PTO handle broken, cutting edge gone, exhaust rotted off belt make noise								
Mario Desaulniers								
12/21/2012 11:48:51								
Took machine all apart due to so much not working. Started by replacing the starter (short), cut rusted exhaust system off and reinstalled new one, add many new ground wires due to corozion, spliced in many power wires due to broken and corozion, Replaced key switch due to broken spade on wire, Replaced alternator belt dry rot, Replaced many broken bolts, Replaced ptb cable due to cable being frozen. Replaced cutting edge on snow blower with new bolts.								
12/14/2012	1391	Labor	Mario Desaulniers			3.00	\$21.91	\$65.73
Don't start, PTO handle broken, cutting edge gone, exhaust rotted off belt make noise								
Mario Desaulniers								
12/21/2012 11:48:51								
Took machine all apart due to so much not working. Started by replacing the starter (short), cut rusted exhaust system off and reinstalled new one, add many new ground wires due to corozion, spliced in many power wires due to broken and corozion, Replaced key switch due to broken spade on wire, Replaced alternator belt dry rot, Replaced many broken bolts, Replaced ptb cable due to cable being frozen. Replaced cutting edge on snow blower with new bolts.								

# Detailed Equipment Expenditures

Hooksett (NH)

All Dates Selected

Classification SMALL ENGINE TOOLS

12/18/2012 1391 Labor Mario Desaulniers

2.00

\$21.91

\$43.82

Don't start, PTO handle broken, cutting edge gone, exhaust rotted off belt make nois/Mario Desaulniers  
12/4/2012

Took machine all apart due to so much not working. Started by replacing the starter (short), cut rusted exhaust system off and reinstalled new one, add many new ground wires due to corozion, spliced in many power wires due to broken and corzizion, Replaced key switch due to broken spade on wire, Replaced alternator belt dry rot, Replaced many broken bolts, Replaced pto cable due to cable being frozen. Replaced cutting edge on snow blower with new bolts,

12/18/2012 1391 Materials key switch Northland Holder Inc. 3244

1.00

\$227.47

\$227.47

Don't start, PTO handle broken, cutting edge gone, exhaust rotted off belt make nois/Mario Desaulniers  
12/4/2012

Took machine all apart due to so much not working. Started by replacing the starter (short), cut rusted exhaust system off and reinstalled new one, add many new ground wires due to corozion, spliced in many power wires due to broken and corzizion, Replaced key switch due to broken spade on wire, Replaced alternator belt dry rot, Replaced many broken bolts, Replaced pto cable due to cable being frozen. Replaced cutting edge on snow blower with new bolts,

12/19/2012 1391 Labor Mario Desaulniers

4.00

\$21.91

\$87.64

Don't start, PTO handle broken, cutting edge gone, exhaust rotted off belt make nois/Mario Desaulniers  
12/4/2012

Took machine all apart due to so much not working. Started by replacing the starter (short), cut rusted exhaust system off and reinstalled new one, add many new ground wires due to corozion, spliced in many power wires due to broken and corzizion, Replaced key switch due to broken spade on wire, Replaced alternator belt dry rot, Replaced many broken bolts, Replaced pto cable due to cable being frozen. Replaced cutting edge on snow blower with new bolts,

12/20/2012 1391 Labor Mario Desaulniers

1.00

\$21.91

\$21.91

Don't start, PTO handle broken, cutting edge gone, exhaust rotted off belt make nois/Mario Desaulniers  
12/4/2012

Took machine all apart due to so much not working. Started by replacing the starter (short), cut rusted exhaust system off and reinstalled new one, add many new ground wires due to corozion, spliced in many power wires due to broken and corzizion, Replaced key switch due to broken spade on wire, Replaced alternator belt dry rot, Replaced many broken bolts, Replaced pto cable due to cable being frozen. Replaced cutting edge on snow blower with new bolts,

# Detailed Equipment Expenditures

Hooksett (NH)

All Dates Selected

Classification	SMALL ENGINE TOOLS	Labor	Mario Desaulniers		1.00	\$21.91	\$21.91
12/21/2012	376	Mario, please schedual holder for a broken chain repair and install a block heater, chphil arnone	1/23/2012	Installed new battery, installed new fuel filter and added a battery tender to keep battery from freezing in the winter in the court house	1.00	\$0.00	\$0.00
12/21/2012	1391	Labor	Mario Desaulniers	Don't start, PTO handle broken, cutting edge gone, exhaust rotted off belt make noise	3.00	\$21.91	\$65.73
12/21/2012	1391	Materials	Oil filter thats about 3 inches longesanel	27QC9307	1.00	\$3.67	\$3.67
12/21/2012	1391	Materials	Oil filter thats about 3 inches longesanel	27QC9307	1.00	\$0.00	\$0.00
12/21/2012	1391	Materials	switch	27QC5646	1.00	\$8.16	\$8.16
12/21/2012	1391	Materials	panel	27QC5646	1.00	\$0.00	\$0.00

# Detailed Equipment Expenditures

Hooksett (NH)

All Dates Selected

Classification SMALL ENGINE TOOLS

12/21/2012 1391 Materials v belts and lube sanel 27QD4904 1.00 \$67.71 \$67.71  
 Don't start, PTO handle broken, cutting edge gone, exhaust rotted off belt make noise Mario Desaulniers  
 12/4/2012 12/21/2012 11:48:51

Took machine all apart due to so much not working. Started by replacing the starter (short), cut rusted exhaust system off and  
 reinstalled new one, add many new ground wires due to corrosion, spliced in many power wires due to broken and corrosion,  
 Replaced key switch due to broken spade on wire, Replaced alternator belt dry rot, Replaced many broken bolts, Replaced pto  
 cable due to cable being frozen; Replaced cutting edge on snow blower with new bolts,

1/9/2013 1391 Materials belt sanel 27QJ8759 1.00 \$21.35 \$21.35  
 Don't start, PTO handle broken, cutting edge gone, exhaust rotted off belt make noise Mario Desaulniers

12/4/2012 12/21/2012 11:48:51  
 Took machine all apart due to so much not working. Started by replacing the starter (short), cut rusted exhaust system off and  
 reinstalled new one, add many new ground wires due to corrosion, spliced in many power wires due to broken and corrosion,  
 Replaced key switch due to broken spade on wire, Replaced alternator belt dry rot, Replaced many broken bolts, Replaced pto  
 cable due to cable being frozen. Replaced cutting edge on snow blower with new bolts,

1/9/2013 1391 Materials belt sanel 27QJ0928 1.00 \$10.57 \$10.57  
 Don't start, PTO handle broken, cutting edge gone, exhaust rotted off belt make noise Mario Desaulniers

12/4/2012 12/21/2012 11:48:51  
 Took machine all apart due to so much not working. Started by replacing the starter (short), cut rusted exhaust system off and  
 reinstalled new one, add many new ground wires due to corrosion, spliced in many power wires due to broken and corrosion,  
 Replaced key switch due to broken spade on wire, Replaced alternator belt dry rot, Replaced many broken bolts, Replaced pto  
 cable due to cable being frozen. Replaced cutting edge on snow blower with new bolts,

# Detailed Equipment Expenditures

Hooksett (NH)

All Dates Selected

Classification SMALL ENGINE TOOLS

2/4/2013 1622 Materials alternator

Northland Holder Inc.

3276

\$436.98

\$436.98

Battery smells like it's burning up and don't go forward or reverse anymore.

Mario Desaulniers

1/31/2013

2/19/2013 10:54:03 P

(ROAD CALL) The first thing I did was test the battery. The alternator was reading at 17 volts at an idle and as you rev up the motor, the volts went up causing the battery to overheat. That told me the regulator inside the alternator was bad. I went back to the shop to order a new alternator with a built in regulator and mentioned to the parks guys that it would take three days to get the part so just leave it there, do not try to move it. I got a call the next day from the operator that said while backing out of the garage he heard a loud snap and smelled burning wires. They spent some time looking for the cause and couldn't find the problem so they trailered it to highways garage. I started to diagnose the problem and found that a high voltage went through the complete electrical system and blew some circuits, like forward and reverse ecm, back up beeper, brake lights; reverse light, rpm gauge, pto gauge and lots of fuses. Many hours spent taking machine all apart just to repair problems with the help of an electrician and a holder tech from Maine. Everything works but the dash cluster and we're trying to buy a used one to cut cost down but this does not stop us from using the machine. The new alternator was installed. I did another voltage test and 13.5 is a perfect number to be at.

2/11/2013 1622

Materials torx set

R-R Wholesalers

67484

\$26.00

\$26.00

Battery smells like it's burning up and don't go forward or reverse anymore.

Mario Desaulniers

1/31/2013

2/19/2013 10:54:03 P

(ROAD CALL) The first thing I did was test the battery. The alternator was reading at 17 volts at an idle and as you rev up the motor, the volts went up causing the battery to overheat. That told me the regulator inside the alternator was bad. I went back to the shop to order a new alternator with a built in regulator and mentioned to the parks guys that it would take three days to get the part so just leave it there, do not try to move it. I got a call the next day from the operator that said while backing out of the garage he heard a loud snap and smelled burning wires. They spent some time looking for the cause and couldn't find the problem so they trailered it to highways garage. I started to diagnose the problem and found that a high voltage went through the complete electrical system and blew some circuits, like forward and reverse ecm, back up beeper, brake lights; reverse light, rpm gauge, pto gauge and lots of fuses. Many hours spent taking machine all apart just to repair problems with the help of an electrician and a holder tech from Maine. Everything works but the dash cluster and we're trying to buy a used one to cut cost down but this does not stop us from using the machine. The new alternator was installed. I did another voltage test and 13.5 is a perfect number to be at.

# Detailed Equipment Expenditures

All Dates Selected

Hooksett (NH)

Classification SMALL ENGINE TOOLS

2/12/2013 1622

Labor Mario Desaulniers

Battery smells like it's burning up and don't go forward or reverse anymore.

1/31/2013

Mario Desaulniers  
2/19/2013 10:54:03 P

(ROAD CALL) The first thing I did was test the battery. The alternator was reading at 17 volts at an idle and as you rev up the motor, the volts went up causing the battery to overheat. That told me the regulator inside the alternator was bad. I went back to the shop to order a new alternator with a built in regulator and mentioned to the parks guys that it would take three days to get the part so just leave it there, do not try to move it. I got a call the next day from the operator that said while backing out of the garage he heard a loud snap and smelled burning wires. They spent some time looking for the cause and couldn't find the problem so they trailered it to highways garage. I started to diagnose the problem and found that a high voltage went through the complete electrical system and blew some circuits, like forward and reverse ecm, back up beeper, brake lights, reverse light, rpm gauge, pto gauge and lots of fuses. Many hours spent taking machine all apart just to repair problems with the help of an electrician and a holder tech from Maine. Everything works but the dash cluster and we're trying to buy a used one to cut cost down but this does not stop us from using the machine. The new alternator was installed. I did another voltage test and 13.5 is a perfect number to be at.

2/13/2013 1622

Labor Mario Desaulniers

Battery smells like it's burning up and don't go forward or reverse anymore.

1/31/2013

Mario Desaulniers  
2/19/2013 10:54:03 P

(ROAD CALL) The first thing I did was test the battery. The alternator was reading at 17 volts at an idle and as you rev up the motor, the volts went up causing the battery to overheat. That told me the regulator inside the alternator was bad. I went back to the shop to order a new alternator with a built in regulator and mentioned to the parks guys that it would take three days to get the part so just leave it there, do not try to move it. I got a call the next day from the operator that said while backing out of the garage he heard a loud snap and smelled burning wires. They spent some time looking for the cause and couldn't find the problem so they trailered it to highways garage. I started to diagnose the problem and found that a high voltage went through the complete electrical system and blew some circuits, like forward and reverse ecm, back up beeper, brake lights, reverse light, rpm gauge, pto gauge and lots of fuses. Many hours spent taking machine all apart just to repair problems with the help of an electrician and a holder tech from Maine. Everything works but the dash cluster and we're trying to buy a used one to cut cost down but this does not stop us from using the machine. The new alternator was installed. I did another voltage test and 13.5 is a perfect number to be at.

3.00

\$21.91

\$66.73

10.00

\$21.91

\$219.10

# Detailed Equipment Expenditures

Hooksett (NH)

All Dates Selected

Classification SMALL ENGINE TOOLS

2/16/2013 1622 Labor Mario Desaulniers

6.00 \$32.87 \$197.19  
\$0.00

Battery smells like it's burning up and don't go forward or reverse anymore.

Mario Desaulniers  
2/19/2013 10:54:03 P

1/31/2013

(ROAD CALL) The first thing I did was test the battery. The alternator was reading at 17 volts at an idle and as you rev up the motor, the volts went up causing the battery to overheat. That told me the regulator inside the alternator was bad. I went back to the shop to order a new alternator with a built in regulator and mentioned to the parks guys that it would take three days to get the part so just leave it there, do not try to move it. I got a call the next day from the operator that said while backing out of the garage he heard a loud snap and smelled burning wires. They spent some time looking for the cause and couldn't find the problem so they trailered it to highways garage. I started to diagnose the problem and found that a high voltage went through the complete electrical system and blew some circuits, like forward and reverse ecm, back up beeper, brake lights, reverse light, rpm gauge, pto gauge and lots of fuses. Many hours spent taking machine all apart just to repair problems with the help of an electrician and a holder tech from Maine. Everything works but the dash cluster and we're trying to buy a used one to cut cost down but this does not stop us from using the machine. The new alternator was installed. I did another voltage test and 13.5 is a perfect number to be at.

2/19/2013 1622 Materials back up alarm

27RF1434

\$60.90

Battery smells like it's burning up and don't go forward or reverse anymore.

Mario Desaulniers

2/19/2013 10:54:03 P

1/31/2013

(ROAD CALL) The first thing I did was test the battery. The alternator was reading at 17 volts at an idle and as you rev up the motor, the volts went up causing the battery to overheat. That told me the regulator inside the alternator was bad. I went back to the shop to order a new alternator with a built in regulator and mentioned to the parks guys that it would take three days to get the part so just leave it there, do not try to move it. I got a call the next day from the operator that said while backing out of the garage he heard a loud snap and smelled burning wires. They spent some time looking for the cause and couldn't find the problem so they trailered it to highways garage. I started to diagnose the problem and found that a high voltage went through the complete electrical system and blew some circuits, like forward and reverse ecm, back up beeper, brake lights, reverse light, rpm gauge, pto gauge and lots of fuses. Many hours spent taking machine all apart just to repair problems with the help of an electrician and a holder tech from Maine. Everything works but the dash cluster and we're trying to buy a used one to cut cost down but this does not stop us from using the machine. The new alternator was installed. I did another voltage test and 13.5 is a perfect number to be at.

1.00

\$60.90

\$0.00



# Detailed Equipment Expenditures

Hooksett (NH)

All Dates Selected

## Classification SMALL ENGINE TOOLS

2/20/2013	1622	Materials	ECM	Northland Holder Inc.	1274	1.00	\$1,325.00	\$1,325.00
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Battery smells like it's burning up and don't go forward or reverse anymore. Mario Desaulniers

1/31/2013

(ROAD CALL) The first thing I did was test the battery. The alternator was reading at 17 volts at an idle and as you rev up the motor, the volts went up causing the battery to overheat. That told me the regulator inside the alternator was bad. I went back to the shop to order a new alternator with a built in regulator and mentioned to the parks guys that it would take three days to get the part so just leave it there, do not try to move it. I got a call the next day from the operator that said while backing out of the garage he heard a loud snap and smelled burning wires. They spent some time looking for the cause and couldn't find the problem so they trailered it to highways garage. I started to diagnose the problem and found that a high voltage went through the complete electrical system and blew some circuits, like forward and reverse ecm, back up beeper, brake lights, reverse light, rpm gauge, pto gauge and lots of fuses. Many hours spent taking machine all apart just to repair problems with the help of an electrician and a holder tech from Maine. Everything works but the dash cluster and we're trying to buy a used one to cut cost down but this does not stop us from using the machine. The new alternator was installed. I did another voltage test and 13.5 is a perfect number to be at.

2/20/2013	1622	Materials		Drove to shop to help in repair on Northland Holder Inc.		1.00	\$350.00	\$350.00
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Battery smells like it's burning up and don't go forward or reverse anymore. Mario Desaulniers

1/31/2013

(ROAD CALL) The first thing I did was test the battery. The alternator was reading at 17 volts at an idle and as you rev up the motor, the volts went up causing the battery to overheat. That told me the regulator inside the alternator was bad. I went back to the shop to order a new alternator with a built in regulator and mentioned to the parks guys that it would take three days to get the part so just leave it there, do not try to move it. I got a call the next day from the operator that said while backing out of the garage he heard a loud snap and smelled burning wires. They spent some time looking for the cause and couldn't find the problem so they trailered it to highways garage. I started to diagnose the problem and found that a high voltage went through the complete electrical system and blew some circuits, like forward and reverse ecm, back up beeper, brake lights, reverse light, rpm gauge, pto gauge and lots of fuses. Many hours spent taking machine all apart just to repair problems with the help of an electrician and a holder tech from Maine. Everything works but the dash cluster and we're trying to buy a used one to cut cost down but this does not stop us from using the machine. The new alternator was installed. I did another voltage test and 13.5 is a perfect number to be at.

# Detailed Equipment Expenditures

Hooksett (NH)

All Dates Selected

Classification SMALL ENGINE TOOLS

2/20/2013 1622

Materials trouble shooting electrical proble Cote Electric

Battery smells like it's burning up and don't go forward or reverse anymore.

1/31/2013

2115

Mario Desaulniers

2/19/2013 10:54:03 P

1.00

\$520.00

\$0.00

\$520.00

(ROAD CALL) The first thing I did was test the battery. The alternator was reading at 17 volts at an idle and as you rev up the motor, the volts went up causing the battery to overheat. That told me the regulator inside the alternator was bad. I went back to the shop to order a new alternator with a built in regulator and mentioned to the parks guys that it would take three days to get the part so just leave it there, do not try to move it. I got a call the next day from the operator that said while backing out of the garage he heard a loud snap and smelled burning wires. They spent some time looking for the cause and couldn't find the problem so they trailered it to highways garage. I started to diagnose the problem and found that a high voltage went through the complete electrical system and blew some circuits, like forward and reverse ECM, back up beeper, brake lights, reverse light, rpm gauge, pto gauge and lots of fuses. Many hours spent taking machine all apart just to repair problems with the help of an electrician and a holder tech from Maine. Everything works but the dash cluster and we're trying to buy a used one to cut cost down but this does not stop us from using the machine. The new alternator was installed. I did another voltage test and 13.5 is a perfect number to be at.

Total Labor Costs \$11,172.48  
 Total Material Costs \$4,846.41  
 Total Sales Tax \$0.00  
 Total P/M Labor Costs \$0.00  
 Total P/M Material Costs \$0.00  
 Total P/M Sales Tax \$0.00

48

Total Hours

Total Costs for Item Holder

\$5,963.82

Classification TRACTOR

Type No Type Specified

# Detailed Equipment Expenditures

Hooksett (NH)

All Dates Selected

Classification TRACTOR

Item No. Holder Sidewalk Plow

Model Number C9700 Date Placed in Service  
 Serial Number 52400277 Date Removed  
 Location Park & Rec Department Warranty Expiration  
 Area Number Notes

Supplier: Northland Holder Inc.

Date Purchased 10/12/1994  
 Original Cost \$58,500.00

Trms Dte	WOID	Trns Type	Description	SupplierName	Invoice/Reference	Quantity	Unit Cost	Total Cost
Life Expectancy	Unit Request	Request Date	Requested Completion Date	Target Completion Date	Requester	Completion Date	Sales Tax	
Action Taken								

12/26/2012	1541	Labor	Mario Desaulniers		Mario Desaulniers	1.00	\$21.91	\$21.91
			Driving down the road found oil leaking out of motor compartment				\$0.00	
			12/31/2012					

Removed and replaced oil line going to heater to motor with new one tested no leaks found at this time.

12/28/2012	1541	Labor	Mario Desaulniers		Mario Desaulniers	1.50	\$21.91	\$32.87
			Driving down the road found oil leaking out of motor compartment				\$0.00	
			12/31/2012					

Removed and replaced oil line going to heater to motor with new one tested no leaks found at this time.

12/31/2012	1541	Materials	hose	parker store	D55866.001	1.00	\$121.22	\$121.22
			Driving down the road found oil leaking out of motor compartment				\$0.00	
			12/31/2012					

Removed and replaced oil line going to heater to motor with new one tested no leaks found at this time.

# Detailed Equipment Expenditures

Hooksett (NH)

All Dates Selected

Classification	TRACTOR	Mario Desaulniers											
12/30/2013	2541	Labor	wont start.	1/10/2014	Mario Desaulniers	3.00	\$21.91	\$0.00	\$66.73				
(Starter bad) installed rebuilt starter tested after work was done no more problems at this time.													
1/10/2014	2539	Labor	Need new mirror and we need to add a piece of exhaust pipe to attach hose when	1/10/2014	Mario Desaulniers	3.00	\$21.91	\$0.00	\$66.73				
installed exhaust parts and mirror.													
1/10/2014	2539	Materials	exhaust parts	1/10/2014	27XU0449	1.00	\$24.69	\$0.00	\$24.69				
Need new mirror and we need to add a piece of exhaust pipe to attach hose when													
installed exhaust parts and mirror.													
1/10/2014	2539	Materials	mirror	1/10/2014	C738d0	1.00	\$170.25	\$0.00	\$170.25				
Need new mirror and we need to add a piece of exhaust pipe to attach hose when													
installed exhaust parts and mirror.													
1/10/2014	2541	Materials	starter	1/10/2014	KINNE ELEC	1.00	\$143.50	\$0.00	\$143.50				
wont start.													
(Starter bad) installed rebuilt starter tested after work was done no more problems at this time;													

# Detailed Equipment Expenditures

All Dates Selected

Hooksett (NH)

Classification TRACTOR

Total Labor Costs	\$186,24	Total Hours	815
Total Material Costs	\$459,66		
Total Sales Tax	\$0,00		
Total PM Labor Costs	\$0,00		
Total PM Material Costs	\$0,00		
Total PM Sales Tax	\$0,00		
Total Costs for Item Holder			\$645,90

Classification VEHICLES

Type No Type Specified

## Item No. Holder

## Sidewalk Plow

Model Number C9700  
 Serial Number 52400277  
 Location Park & Rec Department  
 Area Number  
 Supplier Northland Holder Inc.  
 Date Purchased 10/12/1994  
 Original Cost \$58,500.00

Date Placed In Service  
 Date Removed  
 Warranty Expiration  
 Notes

Trms Dte	WOID	Trms Type	Description	SupplierName	Invoice/Reference	Quantity	Unit Cost	Total Cost
Life Expectancy	Unit Request	Request Date	Requested Completion Date	Target Completion Date	Requester	Completion Date	Sales Tax	
Action Taken								
2/8/2012	495	Materials	4-ar skid plates and bolts	L.A.C in Concord	12/16/744	1.00	\$628.00	\$628.00
			skid plates on snowblower warm out.		phil amone		\$0.00	
			2/8/2012		2/29/2012 8:27:19 P			
installed new shoes on snowblower had to custom fit.								
3/1/2012	495	Labor	Marlo Desaulniers		phil amone	3.00	\$21.91	\$65.73
			skid plates on snowblower warm out.		2/29/2012 8:27:19 P		\$0.00	
installed new shoes on snowblower had to custom fit.								

# Detailed Equipment Expenditures

Hooksett (NH)

All Dates Selected

Classification VEHICLES

Type DUMP/FLOW TRUCK		Sidewalk Plow	
Item No.	Holder	Date Placed in Service	
Model Number	C9700	Date Removed	
Serial Number	52400277	Warranty Expiration	
Location	Park & Rec Department	Notes	
Area			
Area Number			
Supplier	Northland Holder Inc.		
Date Purchased	10/12/1994		
Original Cost	\$58,500.00		
Trns Dte	W/OJD	Trns Type	Description
Life Expectancy	Unit: Request	Requested Completion Date	Supplier Name
Life Expectancy	Request Date	Requested Completion Date	Target Completion Date
Action Taken		Invoice/Reference	Requester
		Completion Date	
11/26/2014	3647	Labor	Mario Desaulniers
		won't start was outside all summer, leaking hyd fluid all over ground, no brakes, bio Mario Desaulniers	
		12/5/2014	12/18/2014 10:53:18
			Towed into shop with loader because of all the problems it has and wouldn't start. Removed all outer covers and shields (bolts came out hard and broke a few (rusted) had to remove both front tires, fuel tank, hyd tank, battery tray and more to find hyd leak. Found a hyd line rotted out at the fitting next to the transmission that ran all the way inside to cab to the power steering box. Took interior all apart to get to the pump, replaced line and leak was fixed. Tested braking system and found a rotted steel brake line under cab. Replaced with a fabricated new brake line we made here at shop and bled brakes. Looked over wire to find and problem and to see if we would find out why it's blowing fuses. Found a few wires that were stripped and touching metal not sure if this was the cause but we need to run machine to see if this was the problem. Topped off all fluids
		6.00	\$21.91
			\$0.00
			\$131.46

# Detailed Equipment Expenditures

Hooksett (NH)

All Dates Selected

Classification	VEHICLES	Labor	Mario Desaulniers	7.00	\$21.91	\$153.37
11/27/2014	3647	Labor	won't start was outside all summer, leaking hyd fluid all over ground, no brakes, bio		\$0.00	
			12/5/2014			
			Towed into shop with loader because of all the problems it has and wouldn't start. Removed all outer covers and shields (bolts			
			came out hard and broke a few (rusted) Had to remove both front tires, fuel tank, hyd tank, battery tray, and more to find hyd			
			leak. Found a hyd line rotted out at the fitting next to the transmission that ran all the way inside to cab to the power steering box.			
			Took interior all apart to get to the pump, replaced line and leak was fixed. Tested braking system and found a rotted steal brake			
			line under cab. Replaced with a fabricated new brake line we made here at shop and bled brakes. Looked over wire to find and			
			problem and to see if we would find out why it's blowing fuses. Found a few wires that were stripped and touching metal not			
			sure if this was the Cause but we need to run machine to see if this was the problem. Topped off all fluids			
12/3/2014	3647	Labor	won't start was outside all summer, leaking hyd fluid all over ground, no brakes, bio	7.00	\$21.91	\$153.37
			12/5/2014		\$0.00	
			Towed into shop with loader because of all the problems it has and wouldn't start. Removed all outer covers and shields (bolts			
			came out hard and broke a few (rusted) Had to remove both front tires, fuel tank, hyd tank, battery tray, and more to find hyd			
			leak. Found a hyd line rotted out at the fitting next to the transmission that ran all the way inside to cab to the power steering box.			
			Took interior all apart to get to the pump, replaced line and leak was fixed. Tested braking system and found a rotted steal brake			
			line under cab. Replaced with a fabricated new brake line we made here at shop and bled brakes. Looked over wire to find and			
			problem and to see if we would find out why it's blowing fuses. Found a few wires that were stripped and touching metal not			
			sure if this was the Cause but we need to run machine to see if this was the problem. Topped off all fluids			
12/4/2014	3647	Labor	won't start was outside all summer, leaking hyd fluid all over ground, no brakes, bio	7.00	\$21.91	\$153.37
			12/5/2014		\$0.00	
			Towed into shop with loader because of all the problems it has and wouldn't start. Removed all outer covers and shields (bolts			
			came out hard and broke a few (rusted) Had to remove both front tires, fuel tank, hyd tank, battery tray, and more to find hyd			
			leak. Found a hyd line rotted out at the fitting next to the transmission that ran all the way inside to cab to the power steering box.			
			Took interior all apart to get to the pump, replaced line and leak was fixed. Tested braking system and found a rotted steal brake			
			line under cab. Replaced with a fabricated new brake line we made here at shop and bled brakes. Looked over wire to find and			
			problem and to see if we would find out why it's blowing fuses. Found a few wires that were stripped and touching metal not			
			sure if this was the Cause but we need to run machine to see if this was the problem. Topped off all fluids			

# Detailed Equipment Expenditures

Hooksett (NH)

All Dates Selected

## Classification VEHICLES

Classification	Materials	hyd hose	panel	41FA1011	1.00	\$58.14	\$58.14
12/5/2014	3647	won't start was outside all summer, leaking hyd fluid all over ground, no brakes, bio		Mario Desaulniers		\$0.00	
		12/5/2014		12/18/2014 10:53:18			
<p>Towed into shop with loader because of all the problems it has and wouldn't start. Removed all outer covers and shields (bolts came out hard and broke a few (rusted) Had to remove both front tires, fuel tank, hyd tank, battery tray, and more to find hyd leak. Found a hyd line rotted out at the fitting next to the transmission that ran all the way inside to cab to the power steering box. Took interior all apart to get to the pump, replaced line and leak was fixed. Tested braking system and found a rotted steel brake line under cab. Replaced with a fabricated new brake line we made here at shop and bled brakes. looked over wire to find and problem and to see if we would find out why it's blowing fuses. Found a few wires that were stripped and touching metal not sure if this was the Cause but we need to run machine to see if this was the problem. Topped off all fluids</p>							
12/18/2014	3647	Materials	brake clean, and line	panel	27FG3486	1.00	\$74.43
			won't start was outside all summer, leaking hyd fluid all over ground, no brakes, bio	Mario Desaulniers		\$0.00	
			12/5/2014	12/18/2014 10:53:18			

Towed into shop with loader because of all the problems it has and wouldn't start. Removed all outer covers and shields (bolts came out hard and broke a few (rusted) Had to remove both front tires, fuel tank, hyd tank, battery tray, and more to find hyd leak. Found a hyd line rotted out at the fitting next to the transmission that ran all the way inside to cab to the power steering box. Took interior all apart to get to the pump, replaced line and leak was fixed. Tested braking system and found a rotted steel brake line under cab. Replaced with a fabricated new brake line we made here at shop and bled brakes. looked over wire to find and problem and to see if we would find out why it's blowing fuses. Found a few wires that were stripped and touching metal not sure if this was the Cause but we need to run machine to see if this was the problem. Topped off all fluids

1/16/2015	3917	Labor	Mario Desaulniers	7.00	\$21.91	\$153.37
			Motor was running and started marking a loud banging noise inside motor and then Mario Desaulniers		\$0.00	
			1/21/2015			

As of right now the holder (side walk snow blower) is down and waiting for the go head to repair or not. What we found so far is that the cam bearings over heated and froze causing timing belt to brake and motor rpm to out of control causing governor to spin so fast and crack the outer block. Not really sure how it happened possible oil pump failed. Had a mechanic that is a little more familiar with this motor from Chadwick - Baross a holder dealer came to the shop and he came up with the same ideas and he also said cost would be greater to rebuild than buying a rebuilt engine. PS- Driver of this machine also told us that transmission is starting to slip under load possible transmission rebuild in the near future. please keep this in mind when decision to repair or not.



# Detailed Equipment Expenditures

All Dates Selected

Hooksett (NH)

Classification	VEHICLES	Materials	compression gauge	Clark Heintz Tools	004624	1.00	\$499.90	\$499.90
1/21/2015	3917	Motor was running and started marking a loud banging noise inside motor and then Mario Desaulniers					\$0.00	

1/21/2015  
 As of right now the holder (side walk snow blower) is down and waiting for the go head to repair or not. What we found so far is that the cam bearings over heated and froze causing timing belt to brake and motor rpm to out of control causing governor to spin so fast and crack the outer block. Not really sure how it happened possible oil pump failed. Had a mechanic that is a little more familiar with this motor from Chadwick -Baross a holder dealer come to the shop and he came up with the same ideas and he also said cost would be greater to rebuild than buying a rebuilt engine.PS- Driver of this machine also told us that transmission is starting to slip under load possible transmission rebuild in the near future, pleas keep this in mind when decision to repair or not.

1/24/2015	3917	Labor	Mario Desaulniers			6.00	\$21.91	\$131.46
							\$0.00	

1/21/2015  
 As of right now the holder (side walk snow blower) is down and waiting for the go head to repair or not. What we found so far is that the cam bearings over heated and froze causing timing belt to brake and motor rpm to out of control causing governor to spin so fast and crack the outer block. Not really sure how it happened possible oil pump failed. Had a mechanic that is a little more familiar with this motor from Chadwick -Baross a holder dealer come to the shop and he came up with the same ideas and he also said cost would be greater to rebuild than buying a rebuilt engine.PS- Driver of this machine also told us that transmission is starting to slip under load possible transmission rebuild in the near future, pleas keep this in mind when decision to repair or not.

1/27/2015	3917	Labor	Mario Desaulniers			5.00	\$21.91	\$109.55
							\$0.00	

1/21/2015  
 As of right now the holder (side walk snow blower) is down and waiting for the go head to repair or not. What we found so far is that the cam bearings over heated and froze causing timing belt to brake and motor rpm to out of control causing governor to spin so fast and crack the outer block. Not really sure how it happened possible oil pump failed. Had a mechanic that is a little more familiar with this motor from Chadwick -Baross a holder dealer come to the shop and he came up with the same ideas and he also said cost would be greater to rebuild than buying a rebuilt engine.PS- Driver of this machine also told us that transmission is starting to slip under load possible transmission rebuild in the near future, pleas keep this in mind when decision to repair or not.

# Detailed Equipment Expenditures

Hooksett (NH)

All Dates Selected

## Classification VEHICLES

1/27/2015	3917	Materials	hard parts,rods,seals....	chadwick-baross	C08002	1.00	\$654.96	\$654.96
			.Motor was running and started marking a loud banging noise inside motor and then Mario Desaulniers				\$0.00	
			1/21/2015					

As of right now the holder (side walk snow blower) is down and waiting for the go head to repair or not. What we found so far is that the cam bearings over heated and froze causing timing belt to brake and motor rpm to out of control causing governor to spin so fast and crack the outer block. Not really sure how it happened possible oil pump failed. Had a mechanic that is a little more familiar with this motor from Chadwick -Baross a holder dealer come to the shop and he came up with the same ideas and he also said cost would be greater to rebuild than buying a rebuilt engine.PS- Driver of this machine also told us that transmission is starting to slip under load possible transmission rebuild in the near future please keep this in mind when decision to repair or not.

1/27/2015	3917	Materials	filters,seals,tjrbo boot	chadwick-baross	C08013	1.00	\$371.05	\$371.05
			.Motor was running and started marking a loud banging noise inside motor and then Mario Desaulniers				\$0.00	
			1/21/2015					

As of right now the holder (side walk snow blower) is down and waiting for the go head to repair or not. What we found so far is that the cam bearings over heated and froze causing timing belt to brake and motor rpm to out of control causing governor to spin so fast and crack the outer block. Not really sure how it happened possible oil pump failed. Had a mechanic that is a little more familiar with this motor from Chadwick -Baross a holder dealer come to the shop and he came up with the same ideas and he also said cost would be greater to rebuild than buying a rebuilt engine.PS- Driver of this machine also told us that transmission is starting to slip under load possible transmission rebuild in the near future please keep this in mind when decision to repair or not.

Total Labor Costs	\$1,051,768	Total Hours	48
Total Material Costs	\$2,286,48		
Total Sales Tax	\$0,00		
Total P/M Labor Costs	\$0,00		
Total P/M Material Costs	\$0,00		
Total P/M Sales Tax	\$0,00		
Total Costs for Item Holder			\$3,338.16

Report Grand Total \$9,947.88



## Dean Shankle

---

**From:** Mikolaities, David J COL USARMY NG NHARNG (US) <david.j.mikolaities.mil@mail.mil>  
**Sent:** Wednesday, January 28, 2015 2:37 PM  
**To:** Dean Shankle  
**Subject:** RE: NHARNG/Adjutant General's Dep't Requests Meeting Reference Hooksett Land Purchase (UNCLASSIFIED)  
**Attachments:** MYSCAN\_20140603\_0001.pdf; NH ARMY NATIONAL GUARD CONCEPT A.pdf

Classification: UNCLASSIFIED

Caveats: NONE

Dr. Shankle,

I just called and left you a voice message. At today's Governor and Executive Council (G&C) meeting, Councilor Pappas requested that our agency provide a courtesy call/visit with the Town of Hooksett in order to explain to the Town Administrator and Head of the Town Council why our agency is purchasing approximately 19+ acres of land on Route 3 across from the current movie theater in town.

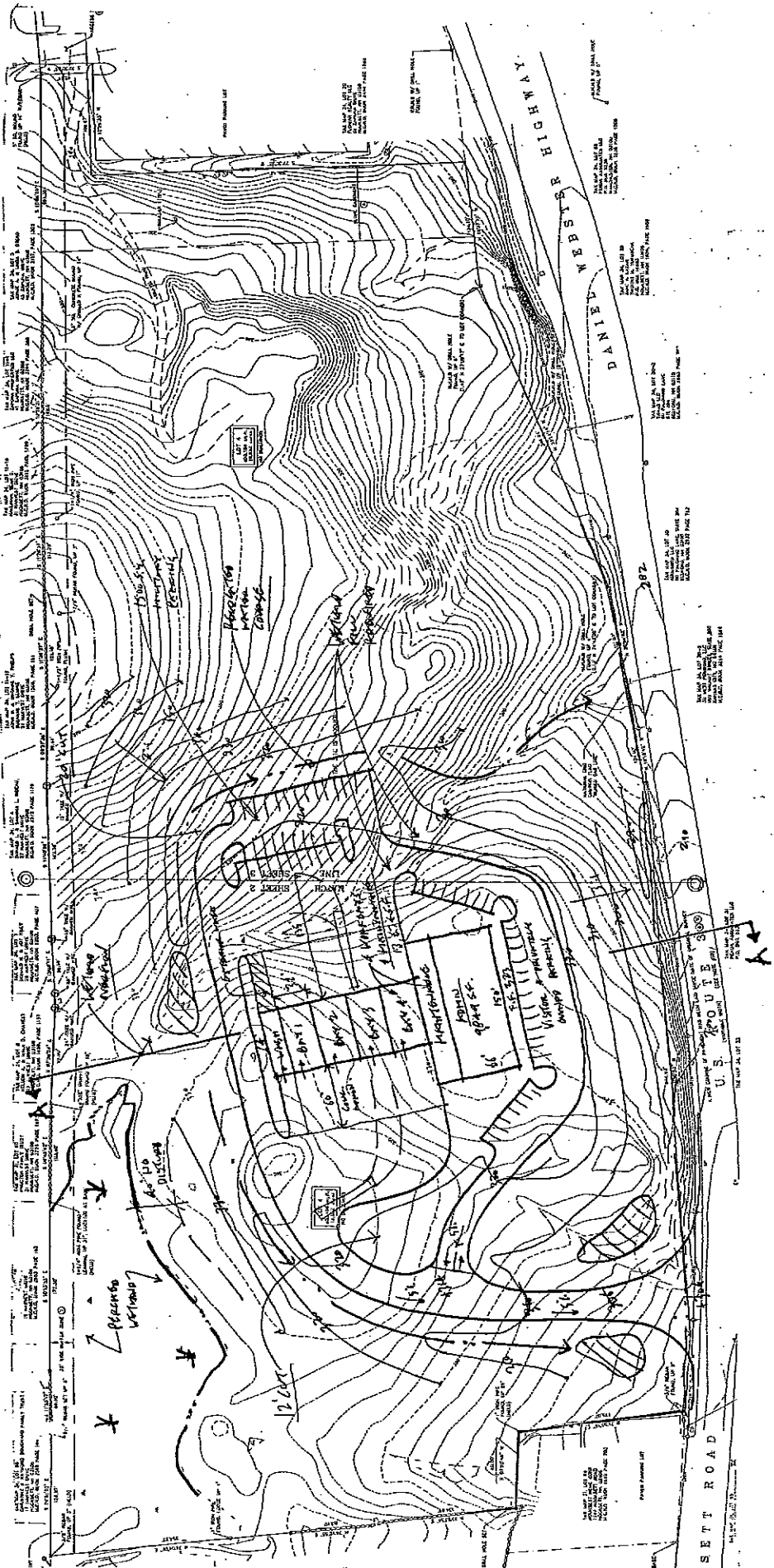
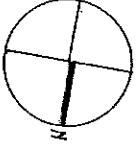
Our agency is seeking to build a 28,000-SF Field Maintenance Shop (FMS) which will replace our antiquated 1930's vintage Manchester FMS as well as our 1960's vintage Hillsboro FMS. The proposed use, I believe, meets current zoning requirements for automotive sales/services (we would be servicing military vehicles primarily from the greater Manchester area). The facility would house approximately 20-full-time employees from Monday-Friday with an estimated construction value of \$10-million. I've attached as a read-ahead two conceptual drawings from two different consultants that are quite similar in nature and take into account the site's unique characteristics (such as ledge and topographic relief).

Would you and the Head of the Town Council be available to meet any time prior to February 9th so that we could discuss our proposed concept and answer any questions that you may have. I would be more than happy to come to your office to discuss this project in further detail.

Thank you for your time,

Dave

David J. Mikolaities, P.E.  
COL, SF, NHARNG  
Construction & Facilities Management Officer (CFMO)  
P: (603) 227-1464  
BB: (603) 724-7766  
[david.j.mikolaities.mil@mail.mil](mailto:david.j.mikolaities.mil@mail.mil)



# CONCEPTUAL SITE LAYOUT #1

ROUTE 3 SITE / HOOKSETT, N.H.

DATE: 6/2/14

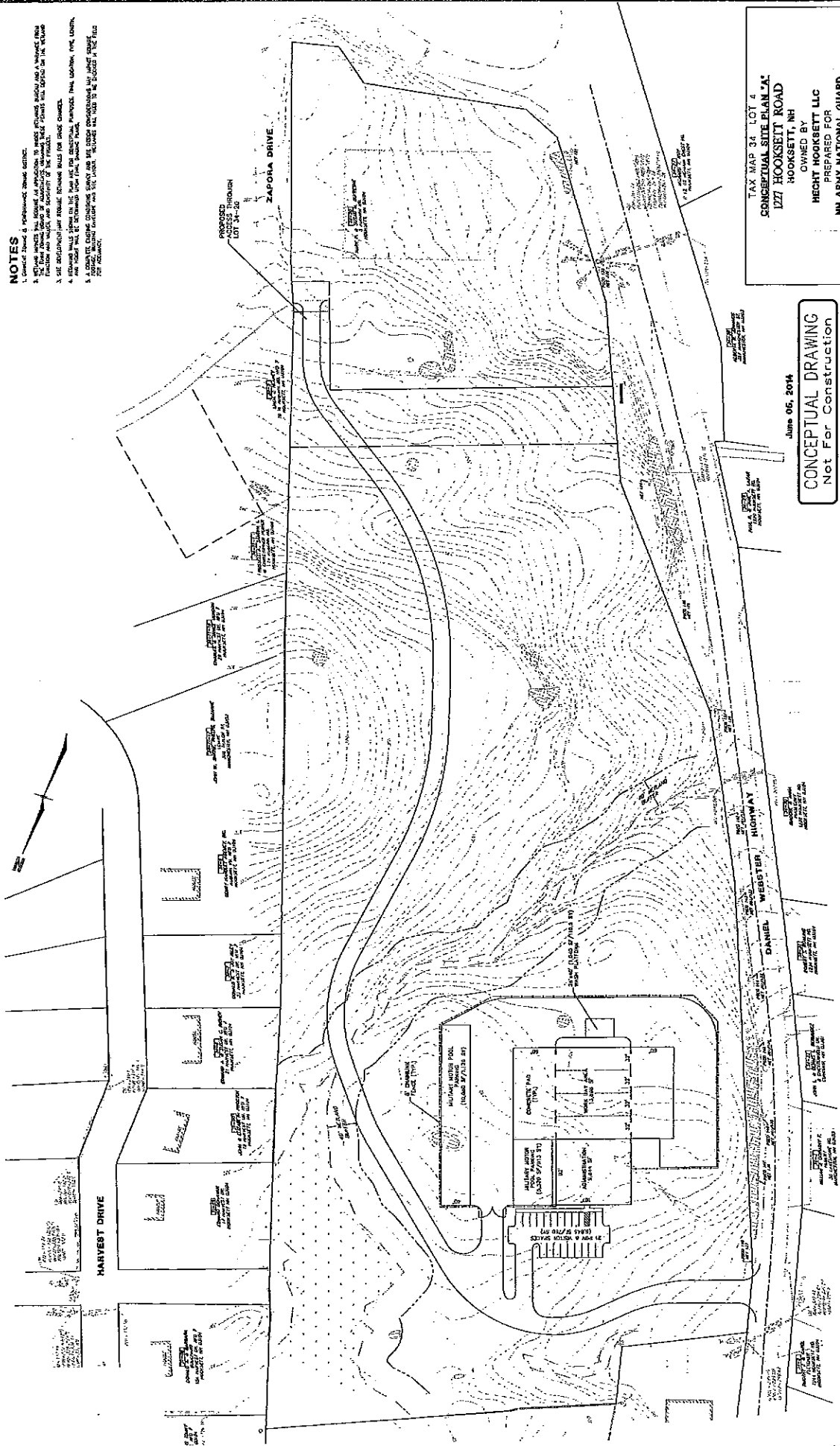
SCALE: 1" = 50'



NOTE:  
THIS PLAN IS PREPARED TO BE USED FOR CONCEPTUAL SITE LAYOUT PURPOSES ONLY. A REGULATED ZONING MAP AND ZONING ORDINANCES, LOCAL, STATE AND FEDERAL, AND ALL APPLICABLE REGULATIONS SHALL BE REVIEWED AND STRICTLY ENFORCED BY THE APPLICABLE AGENCIES.  
DATE: 6/2/14

**NOTES**

1. THESE NOTES SHALL BE READ IN CONJUNCTION WITH THE CONCEPTUAL SITE PLAN AND ALL ATTACHED SHEETS.
2. THE CONCEPTUAL SITE PLAN IS A PRELIMINARY DESIGN AND IS NOT TO BE USED FOR CONSTRUCTION.
3. THE CONCEPTUAL SITE PLAN IS A PRELIMINARY DESIGN AND IS NOT TO BE USED FOR CONSTRUCTION.
4. THE CONCEPTUAL SITE PLAN IS A PRELIMINARY DESIGN AND IS NOT TO BE USED FOR CONSTRUCTION.
5. THE CONCEPTUAL SITE PLAN IS A PRELIMINARY DESIGN AND IS NOT TO BE USED FOR CONSTRUCTION.



TAX MAP 34 LOT 4  
**CONCEPTUAL SITE PLAN 'A'**  
 1277 HOOKSETT ROAD  
 HOOKSETT, NH  
 OWNED BY  
**HECHT HOOKSETT LLC**  
 PREPARED FOR  
**NH ARMY NATIONAL GUARD** MAY 30, 2014

June 06, 2014  
**CONCEPTUAL DRAWING**  
 Not For Construction

SCALE: 1"=60'

**JEM**  
 Civil Engineers  
 149 Constitution Hwy  
 Hooksett, NH 03110  
 Phone: 603-271-1111  
 Fax: 603-271-1112  
 www.jemnh.com

PROJECT NO. 14204-21  
 SHEET NO. 25-2 CONCEPT  
 OF 25

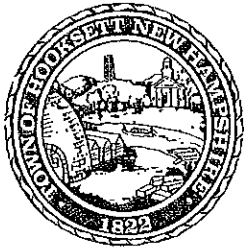
NO.	DATE	DESCRIPTION	BY	CHK



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The user's attention is directed to the fact that the user shall be responsible for obtaining all necessary permits and approvals from the appropriate authorities.



# Town of Hooksett

## FINANCE MEMORANDUM

To: James Sullivan, Town Council Chairman  
From: Christine Soucie, Finance Director   
Date: January 26, 2015  
Subject: Requests for your signature as Agent to Expend

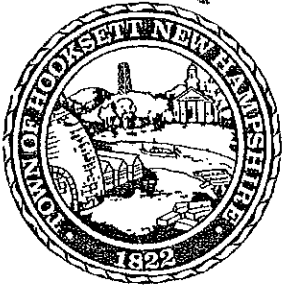
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The following is a summary of the requests for you to sign as the agent to expend on January 28, 2015:

<u>Fund</u>	<u>Amount</u>
Ambulance Service	\$ 52,016.01
Sanitary Landfill Capital Reserve	123.70
Fire Impact Fees	365,728.45
Police Impact Fees	807.99
Police Special Details	61,223.80


Each request includes copies of invoices and other supporting documents, if applicable. As always, if you have any questions, please do not hesitate to contact me.

Thanks



# Town of Hooksett

## FINANCE MEMORANDUM

To: Linda Courtemanche, Town Treasurer  
From: Christine Soucie, Finance Director   
Date: January 21, 2015  
Subject: Transfer from the Ambulance Service Fund  
Copy: Michael Williams, Fire Chief

---

Please transfer from the People's United Bank Ambulance Service account \$52,016.01 to the Citizens General Fund to reimburse the Town of Hooksett for the following:

October 2014 expenses	\$ 16,258.49
November 2014 expenses	15,501.26
December 2014 expenses	<u>20,256.26</u>
Total	\$ 52,016.01


Attached is a detail breakdown of each month's expenses and copies of all invoices can be found in the Council's read file.

The Town of Hooksett uses Comstar Inc. to issue bills to the users of this service. Comstar has billed \$126,554.16 for the 4th Quarter of 2014 and collected payments in the amount of \$68,903.05. The total uncollected balance is \$401,986.44 as of December 31, 2014.

If you should have any additional questions, please do not hesitate to call me. Thank you for your assistance in this matter.



Agent to Expend:  
James Sullivan  
Town Council Chairman



Agent to Expend:  
Dean E. Shankle Jr.  
Town Administrator





# Town of Hooksett

## FINANCE MEMORANDUM

To: Trustees of Trust Fund  
From: Christine Soucie, Finance Director  
Date: January 21, 2015  
Subject: Sanitary Landfill Capital Reserve

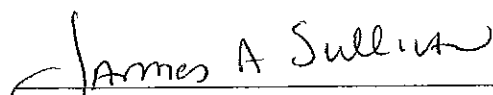
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A recent reconciliation shows that \$123.70 has been expended from the Sanitary Landfill Capital Reserve Fund. A copy of the invoice is attached and listed below:

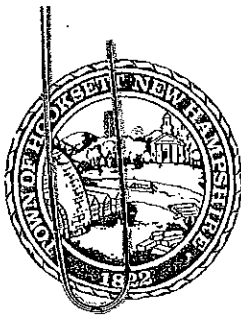
Cardno ATC	Inv 1835446	\$123.70
------------	-------------	----------

Please issue from the Sanitary Landfill for the above stated amount.

If you should have any additional questions, please do not hesitate to call me. Thank you for your assistance in this matter.


  
Agent to Expend:  
James Sullivan  
Council Chairman

1-28-15  
Date:



# Town of Hooksett

## FINANCE MEMORANDUM

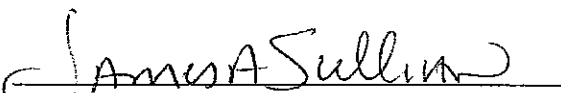
To: Fire Impact Fee File  
From: Christine Soucie, Finance Director   
Date: January 26, 2015  
Subject: Transfer from the Fire Impact Fees

---

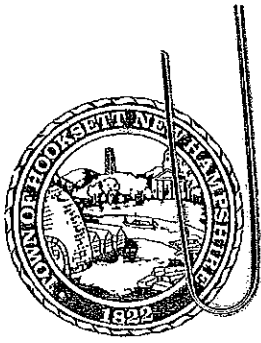
The following invoice has been paid out of the Fire impact fees for Renovations to Fire Station 1 authorized by Town Council on July 23, 2014:

SMP Architecture	Inv 14982	\$ 1,131.00
SMP Architecture	Inv 14974	3,118.00
SMP Architecture	Inv 14965	2,433.00
Mark Carrier Construction, Inc	Inv 3148	130,567.05
Mark Carrier Construction, Inc	Inv 3132	224,205.70
Furniture Discounters	Citizens 7467	687.00
Furniture Discounters	Citizens 7483	375.00
Office Alternatives	Citizens 2629	1,592.00
Sleepys	Citizens 7467	<u>1,619.70</u>
	Total	\$365,728.45

If you should have any additional questions, please do not hesitate to call me. Thank you for your assistance in this matter.

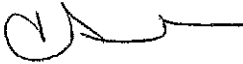
  
Agent to Expend:  
James Sullivan  
Council Chairman

1-28-15  
Date:



# Town of Hooksett

## FINANCE MEMORANDUM

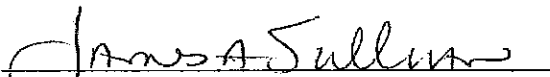
To: Police Impact Fee File  
From: Christine Soucie, Finance Director   
Date: January 26, 2015  
Subject: Transfer from the Police Impact Fees

---

The following refunds have been paid out of the Police Impact Fees in accordance with the Town of Hooksett's Impact Fee Ordinance, which states, fees collected for properties that are not utilized within the six year timeframe will be refunded to current property owner.

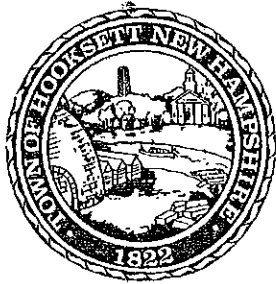
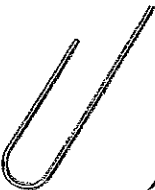
17 University Circle Map 14 Lot 1-21-2	\$152.69
4 Shaker Hill Road Map 25 Lot 26-1	164.98
1303 Smyth Road Map 43 Lot 33-4	<u>490.32</u>
Total	807.99

If you should have any additional questions, please do not hesitate to call me. Thank you for your assistance in this matter.



Agent to Expend:  
James Sullivan  
Council Chairman

1-28-15  
Date:



*Town of Hooksett*  
 FINANCE MEMORANDUM

To: Dean E Shankle, Town Administrator  
 From: Christine Soucie, Finance Director *CS*  
 Date: January 21, 2015  
 Subject: Transfer from the PD Special Details  
 Copy: Police Department

The following has been paid out of the Police Special Details account for the quarter. Attached is the detail breakdown for each month.

Details paid in October 2014	\$ 19,548.96
Details paid in November 2014	19,920.64
Details paid in December 2014	<u>21,764.20</u>
Total	\$ 61,233.80

If you should have any additional questions, please do not hesitate to call me. Thank you for your assistance in this matter.

*James A Sullivan*  
 Agent to Expend:  
 James Sullivan  
 Town Council Chairman

1-28-15  
 Date: